GERMANNA
COMMUNITY COLLEGE

Local College Board Meeting Agenda

- **September 12th, 2024**
- **3:00 p.m. - 5:30 p.m.**
- **Daniel Technology Center 18121 Technology Dr, Culpeper, VA 22701**

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

a. **Academic Affairs/Workforce/Student Success, Room 123**
   Mr. Aaron Whitacre, Dr. Eric Earnhardt & Dr. John Stroffolino

   i. **Enrollment Update**

   ii. **Conduct Addendum and Facilities Use Provisions p.13**

   W Facilities Use Provisions. Policy and Procedures Form. 2024-08-23.docx

   W Student Conduct Addendum. Policy and Procedures Form. 2024-08-23.docx

   P VCCS Policy Changes. LCM. 2024-08-29.pptx
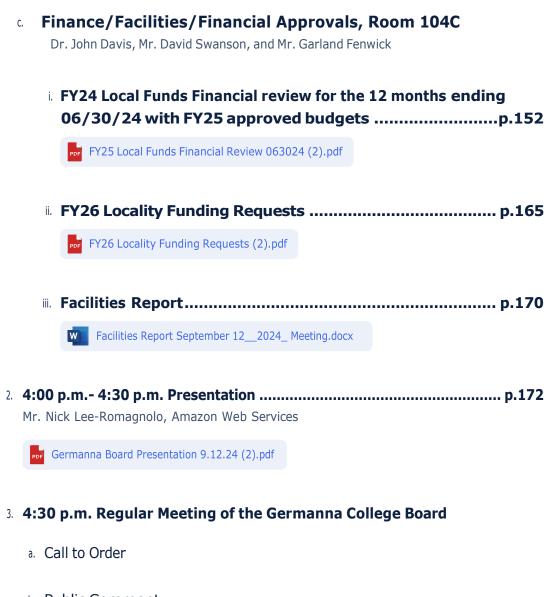
   iii. **Program Changes –**

   PDF Business Administration AS Program Change.pdf

   PDF Criminal Justice AAS Program Change.pdf

   PDF Education Specialization K-8 AAS Program Change.pdf

b. **Executive/Human Resources Approvals, Room 118**
Dr. Janet Gullickson, Ms. Jessica Thompson and Ms. Veronica Curry

c. **Finance/Facilities/Financial Approvals, Room 104C**
Dr. John Davis, Mr. David Swanson, and Mr. Garland Fenwick

📄 FY25 Local Funds Financial Review 063024 (2).pdf

📄 FY26 Locality Funding Requests (2).pdf

📄 Facilities Report September 12__2024_ Meeting.docx

Mr. Nick Lee-Romagnolo, Amazon Web Services

📄 Germanna Board Presentation 9.12.24 (2).pdf

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

a. Call to Order

b. Public Comment

c. Approval of Minutes

📄 051624 Board Meeting Minutes Draft LP JG.docx

4. **Committee Discussion/Action**

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

   Rev. Joy Carter-Minor, Chair

   ➢ **The Academic Affairs/Workforce/Student Success Committee has reviewed the Facilities Use and Student Conduct policies and recommends accepting them as presented.**

   ➢ **The Academic Affairs/Workforce/Student Success Committee has reviewed the curriculum approvals and recommends accepting them as presented.**

   b. Executive/Human Resources Approvals

   Mr. Jack Rowley, Chair

   c. Finance/Facilities/ Financial Approvals

   Ms. Ann Marie Anderson, Chair

   ➢ **The Finance and Facilities Committee has reviewed the financial analysis for the twelve months ending June 30th, 2024, and recommends accepting the financials as presented.**

   ➢ **The Finance and Facilities Committee has reviewed the FY26 Locality Funding Request plan and recommends accepting the plan as presented.**

5. **Informational Items/Other Business**

   a. **President's Report**

   Dr. Janet Gullickson

   b. **Chair's Report**

   Mr. Jack Rowley

   c. **Support our Pantry - Bear Necessities Food Pantry Donation Wish List** **p.197**

6. **New Business**

7. **Adjournment**

2024-2025 Committee Appointments

Executive/Human Resources
Jack Rowley, Chair
Frankie Gilmore, Past Chair
Wayne Bushrod, Vice Chair
Dr. Janet Gullickson, President, and Board Secretary
Ms. Jessica Thompson, Staff
Veronica Curry, Staff

Finance/Facilities
Ann Marie Anderson, Chair
Shirley Eye
Tim McLaughlin
Dr. John Davis, Staff
Garland Fenwick, Staff
David Swanson, Staff

Academic Affairs/Workforce/Student Success
Rev. Joy Carter Minor, Chair
Dr. Kingsley Haynes
Gail Temple
Dr. Shashuna Gray, Staff
Dr. Tiffany Ray-Patterson, Staff

GERMANNA COMMUNITY COLLEGE BOARD
May 16th, 2024
MEETING MINUTES # *344*

Members Present:
Jack Rowley
L. Wayne Bushrod
Ann Marie
Anderson
Frankie Gilmore
Shirley Eye
Wanda Stroh
Sarah Berry
Rev. Joy Carter
Minor
Dr. Kingsley
Haynes

Staff Present:
Dr. Janet
Gullickson
Dr. John Davis
Dr. Shashuna Gray
Veronica Curry
Pam Frederick
Michael Zitz
Garland Fenwick
David Swanson
Lorraine Pendleton
Karli Ferenz
Ms. Jessica
Thompson
Page Durham
Dr. Wesley
Kinsley
Dr. Cheri Maea
Tina Lance
Cynthia Bullock
Jessica Thompson

Members Absent:

Guests Present:

REGULAR MEETING

1. **Call to Order**

Mr. Wayne Bushrod called the meeting to order at 4:36 p.m.

2. **Public Comment – None**

3. **Approval of Minutes # 343, March 14, 2024**

Mr. Wayne Bushrod moved to approve the minutes of the March 14, 2024, meeting.

Motion was seconded by Ms. Ann Marie Anderson.

Motion carried.

COMMITTEE DISCUSSION/ACTION

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

Ms. Ann Marie Anderson reviewed the curriculum items and invited Dr. Cheri Maea to discuss the academic proposals. The changes proposed included:

Proposed Program Updates –
a) Civil instruction CSC - the Career Studies Certificate (CSC) in Civil Construction is designed to assist companies by educating students on current site construction processes. The CSC allows students to have a work-based learning component in addition to the general education and technical foundation classes. Dr. Maea explained that the admission checks will need all students to demonstrate college readiness through transcript review or informed self-placement. Students may be requested or required to enroll in prerequisite or corequisite math and or English courses.
b) Technical studies - Civil Construction Associate in Applied Science Degree (AAS) - this new curriculum is to provide students with the necessary foundational skills to work on a construction site, either commercial or residential. The degree is the Level 3 in the program which includes the civil construction CSC, heavy equipment operator CSC, and Asphalt CSC. Students can pursue any of the three CSC's and become employable or stack all three into this associate's degree. Dr. Maea added that math, English and humanities were added to the curriculum to make the students well rounded employees. Students can also use credit for prior learning to meet some of the HEO and asphalt requirements.

Mr. Wayne Bushrod moved to approve the curriculum updates and accept them as presented.

Motion Carried.

Mr. Wayne Bushrod invited Ms. Pam Frederick to give the enrollment update.

Ms. Pam Frederick provided an update on enrollment, highlighting a 107.04% growth for AY23/24 and a 105.79% growth for AY24/25. She mentioned that despite a 0.69% decline in Summer 2024 enrollment due to students being dropped for non-payment, efforts are being made to re-enroll these students, and an increase is expected soon. Nonetheless, compared to other schools, summer enrollment is up overall by 1.56%.

Ms. Frederick mentioned that currently, fall enrollment is down by 8%, but various activities such as "smile and dial", and open house events are being planned to increase traffic and enrollment. Spotsylvania and Stafford have the highest Fall enrollment by jurisdiction. She also mentioned that Fall enrollment is being impacted by some technical difficulties with the new FAFSA process making some students hesitant to enroll for Fall classes due to delays in receiving financial aid, but these issues are being addressed. The new FAFSA process, despite initial technical difficulties, is expected to be fully operational by the end of May or June and recruitment is ensuring that the FAFSA information is included in recruitment and marketing plans for Fall. She also praised Ms. JeNiqua Morris, who has been instrumental in assisting students with the new FAFSA process.

5. Executive/Human Resources

Ms. Jessica Thompson provided an update on the Educational Foundation, noting that $250,000 has been allocated for Germanna Guarantee for student scholarships this semester, with additional scholarships available in July. She mentioned that the Education Foundation had a successful audit, thanks to Mr. David Swanson and Mr. Paul Griggs, and has submitted all necessary financial documents. She discussed some of the highlights of the past year which included a planned gift of $1.6 million and $677,000 in contributions for Center Street as of May 1st. Additionally, two new scholarships were established, including an endowment from an alumna and a fund in memory of a staff member.

Ms. Thompson also mentioned that the Educational Foundation will be hosting an upcoming reception to honor past board members and to initiate the board alumni GCC chapter after the College Board meeting on September 12th. Additionally, she was happy to announce that the Bruce L. Davis golf tournament was sold out and is expected to raise approximately $30,000.

Mr. Bushrod invited Ms. Veronica Curry to provide an update on Human Resources. Ms. Curry began with a statement that she was happy to announce the hiring of two new directors. She introduced Ms. Cynthia Bullock, Director of HR operations, and mentioned that the Director of Talent and Acquisition, Ms. Karen Foster, will also be starting soon.

Ms. Curry praised her team for planning a successful benefits and wellness fair with 24 participating vendors. She acknowledged the contribution of Board Member Ms. Shirley Eye for her involvement in coordinating with the Lions Club of Fredericksburg to provide visual and hearing tests.

Additionally, the employee rewards and recognition program had a total of 24 employees who won awards, totaling over $32,000, with 125 nominations from students. Ten full-time faculty were promoted, and 24 full-time faculty received multi-year contracts. Since July 1, 2023, there have been 156 newly hired employees with 45 active searches ongoing. HR has issued 195 contracts for the summer semester and recently closed open enrollment for benefits.

Dr. Janet Gullickson provided an update on the Executive Committee. She reminded everyone that every year a letter of evaluation regarding her performance is drafted and submitted to the Chancellor. This year, Dr. David Doré introduced changes to some of the evaluation metrics. In November, the Cabinet presented their unit goals based on the initial set of metrics provided by the Chancellor, as well as the college's strategic plan. However, on May 3rd, the Chancellor announced a different approach for the evaluations. Dr. Gullickson assured the Board that all necessary adjustments will be made to align the goals and metrics appropriately for their evaluation of her performance.

Dr. Gullickson mentioned that the college is gathering a significant amount of data to create a comprehensive repository related to the Opportunity 2030 metrics and definitions. She mentioned that this will function similarly to a dashboard, although more extensive, and will help track current and historical data, which will be useful for future assessments. She highlighted that Germana Community College has already met or exceeded many of these metrics and that she will compile all relevant data to ensure clarity and coherence for the Board.

6. Finance/Facilities

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

Mr. David Swanson presented the Finance report, starting with a review of local funds. He mentioned that everything is going according to plan and budget, noting that unrestricted funds increased by $644,000. Plant funds and locality contributions amounted to $453,000, some of which were allocated for maintenance reserve and Locust Grove projects. While individual funds were discussed in the committee meeting, Swanson noted they are progressing well with net surpluses for the year.

Mr. Swanson also mentioned that $1.8 million budgeted for the Locust Grove parking and lighting project might not be spent this year but should be used by the end of the summer. Additionally, there is over $2 million in reserve allocated for the Locust Grove building project, with contributions from Orange, Stafford, Spotsylvania, and Culpeper counties.

Mr. Swanson discussed the FY25 budget, highlighting three key updates. First, he noted that starting July 1st, the budget expects $506,000 in locality contributions, which is a slight decrease from $706,000 this year. Second, the deferral of the Locust Grove parking and lighting project and third an increase in the student development programs budget due to a subsidy for the Fredericksburg bus service affect the reserves. He explained that a $25,000 subsidy was previously paid from student activity funds but has been moved to the local operating budget.

Other updates included a decline in bookstore commissions from $300,000 in 2018 to a projected $80,000 next year due to a shift towards offering digital textbooks and open educational resources and the Student Activity Fund budget, noting an increase in the student activity fee, is projected to have $280,000 in expected revenues. This increase will support a more robust student activity experience, with a planned $20,000 surplus to build net assets for future years.

Finally, Mr. Swanson reviewed the unexpended plant fund budget, which includes the Locust Grove project, and other minor maintenance reserve projects, and projected a surplus based on detailed expenses.

Mr. Jack Rowley moved to approve the financial analysis for the ten months ending April 30th, 2024, and to accept the financials as presented.

Motion carried.

Mr. Garland Fenwick, Director of Facilities, provided the Facilities update. He began with a statement that he and Dr. Davis met with the interior design team for Locust Grove. Discussions with the IT department are scheduled to address IT needs for the new Center Street location. The curtain wall (windows) replacement for the Science and Engineering Building came in under bid, and an architectural and engineering firm has been hired to manage the project due to its complexity.

Additionally, the Center Street project is progressing well, with ceilings, light fixtures, and painting underway. HVAC equipment delivery is expected next week, allowing for further interior work and furniture orders for the new spaces will be placed soon. The project is on track for completion in August with a soft opening in October and full opening in January 2025.

Mr. Fenwick also mentioned that at the Fredericksburg Campus and the replacement of the fire alarm system for the Workforce Building is pending. The elevator upgrade project is in the design phase, and the fire alarm panel upgrade in the Science Building will occur after Memorial Day to avoid disrupting students. The installation of a bus shelter, including ADA sidewalk improvements, is moving forward, with a total cost estimated between $50,000 and $55,000. Part of the plan for paying for these involves seeking additional funding from the City of Fredericksburg.

Mr. Fenwick also mentioned that the Culpeper sign project is progressing. The sports court project is under budget and waiting for VCCS contract approval. Lighting upgrades at the Locust Grove campus are awaiting final comments.

7. President's Report, Dr. Janet Gullickson

Dr. Janet Gullickson began by providing an update on the status of the Board's request to the Virginia Community College System (VCCS) Board regarding a tuition differential increase. She reminded everyone that a request was submitted for an increase of $4.10, which would raise the differential by $3.10 since they already had a $1.00 differential. The VCCS board decided against implementing both a tuition increase and the full differential amount simultaneously. Instead, they approved an additional $1.55 for the tuition differential for the next year and suggested that the college return the following year to request the remainder. Dr. Gullickson expressed some disappointment but understood the VCCS Board's perspective. She noted that the approved tuition increase for the next year is 3%, which is favorable compared to previous years with no increases. She asked that plans for the College Board to revisit the remaining differential increase occur next year.

8. Chair Report

Ms. Frankie Gilmore began by expressing heartfelt thanks for the support she and her family received from the college and the Board following the loss of her mother-in-law. She thanked the Board members for attending the Spring Commencement ceremony, noting the joy and excitement of the graduates. Ms. Gilmore appreciated the efforts of everyone involved in making the event successful,

particularly acknowledging Ms. Lorraine Pendleton and Ms. Jessica Thompson, additional staff and faculty, for their contributions.

She encouraged everyone to attend the board retreat on July 11th to give farewell to Ms. Wanda Stroh and Ms. Sarah Berry, who have fulfilled their terms. She thanked them for their invaluable service, contributions and support.

9. **New Business**

None.

10. **Adjournment**

The meeting adjourned at 5:40 p.m.

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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-Patterson, Staff

Section: Expressive Activity Policies
  1. Expressive Activity – Community and Non-College Affiliated Entities – 20050
  2. Expressive Activity by Employees – 40290
  3. Expressive Activity by Students – 80400

Title: Facilities Use Provisions

Policy No:	20050	**Effective Date:**	08/29/2024
	40290		
	80400		

VCCS Policy No: Not Applicable   **Revised Date:**

3.1 Facilities Use Provisions

A. All events must have an institution-affiliated sponsor or be pursuant to a signed facility use and/or rental agreement with an external third-party user that obligates the third-party user to comply with the College's use rules. Both institution-affiliated and external third-party users must designate someone onsite or immediately available throughout the event who is responsible for ensuring compliance with use rules.

B. Certain locations are altogether prohibited from usage for events, including designated student housing, administrative buildings, and academic buildings during instructional time.

C. An advance reservation process with a written agreement is required. The agreement must include specified times and identified locations for the reserved use. Such reservation must include an agreement to follow College facility use rules and to comply with all federal, state, and local laws. The reserving individual must acknowledge these obligations and agree to comply.

D. Groups and individuals participating in the facility use activities are accountable for compliance with the provisions of this policy. Violations of this policy may be grounds for disciplinary action against students and employees. Violations of this policy also constitute grounds for revocation of the user's facility use permit. Individuals or groups who invite non-College participants may be held accountable for such participants' compliance with this policy.

E. No illegal activity is permitted at events.

F. Disrupting or obstructing the normal learning, living, or work environments of other members of the College community or the functions or activities of the College (as well as activities conducted on the College's property with its permission) is prohibited. Examples include: blocking entrances, corridors or exits; interfering with ongoing educational activities, cultural

events, or recreational, extracurricular or athletic programs; unauthorized presence in a building after normal closing hours or after notice that the building is being closed; interfering with vehicular or pedestrian traffic; creating unsanitary conditions; and interfering with any other effort to protect the health and safety of members of the College community or larger public.

G. The construction or occupation of a Camping Tent is prohibited.
1. "Camping Tent" means any collapsible tent or structure, typically having as its basic components a flexible material supported by a framework, designed, intended, or used as temporary shelter while camping or on recreational outdoor outings. Camping Tents may include tents known as "pup tents," "dome tents," "cabin tents," "hiker tents," and "backpacking tents."

2. A "Camping Tent" does not include a tent with all sides entirely open and where there is an unobstructed view into such tent from the outside at all angles.

3. All tents require advance approval through the facility use approval process. Only Event Tents shall be permitted to remain on the property overnight. All other tents of any type must be removed no later than 10:00 p.m.
   a. "Event Tent" is a non-Camping Tent and is not less than 400 square feet or a tent that requires skilled or professional installation and removal.
      1. Event Tents must comply with all other Use of College Facilities – Facilities Management Policy 20010.
      2. Event Tents may not be occupied or used during the hours of 10:00 p.m. to 6:00 a.m.

4. Camping is prohibited on property owned, leased, or operated by the College, Virginia Community College System, or their foundations.
   a. "Camping" means the act of using any part of the property or facilities for living accommodation purposes, such as establishment of temporary or permanent living quarters, sleeping outdoors overnight or making preparations for overnight sleeping (including the laying down of bedding), storing personal belongings, using any tent, shelter, or similar structure regardless of size for sleeping; sleeping in, on, or under parked vehicles, or setting up temporary or permanent sleeping areas outdoors or in structures not designated for human occupancy.
   b. "Camping" does not include the use of College, VCCS, or their foundations' property that has been wholly or partially designated as sleeping or relaxation areas; a tailgating activity in conjunction with a College, VCCS, or foundation event; or the use of temporary hammocks or lounge furniture on College, VCCS, or foundation owned property for recreation or studying activities outdoors during the hours of 8:00 a.m. to 10:00 p.m.

5. These prohibitions shall not apply to the College, the Virginia Community College System Office, or the College or System foundations or to Non-Camping Tents erected for their use.

6. These prohibitions shall not apply to federal, state, or local governments or their agencies or to Non-Camping Tents erected for their use.

Approval and Revision Dates
Cabinet:
Faculty Senate:
Department Chairs:
College Council:
Leadership Council:
First Reading –
Second Reading –
Approval –

Section: Students Rights and Responsibilities

Title: Student Conduct Addendum

Policy No: Not Applicable   **Effective Date:**   08/29/2024

VCCS Policy No: Not Applicable   **Revised Date:**

Student Conduct Addendum:

The College's Student Code of Conduct is hereby amended to include the following provisions and any violation of such shall be grounds for discipline under the College's Student Code of Conduct policy. All other provisions remain unchanged and applicable:

A. Disruptive Acts
  1. Disrupting or obstructing the normal learning, living, or work environments of other members of the College community or the functions or activities of the College (as well as activities conducted on the College's property with its permission) is prohibited. Examples include: blocking entrances, corridors or exits; interfering with ongoing educational activities, cultural events, or recreational, extracurricular or athletic programs; unauthorized presence in a building after normal closing hours or after notice that the building is being closed; interfering with vehicular or pedestrian traffic; creating unsanitary conditions; and interfering with any other effort to protect the health and safety of members of the College community or larger public.
  2. No person may obstruct, disrupt, or attempt by physical force to cancel or discontinue speech by any speaker or the observation of speech by any person intending to see or hear a speaker.

B. Violations of Laws, Regulations, and Ordinances
  1. Prohibited conduct includes violations of federal, state, or local laws, regulations, orders, or ordinances.
      a. Students have a continuing duty to promptly report to the Germanna Community College Police Department any arrests for violations of federal, state, local, or international law, excluding minor traffic violations that do not result in injury to others. This duty applies regardless of where the arrest occurred (inside or outside the Commonwealth of Virginia) and regardless of whether the College is in session at the time of the arrest. An arrest includes the issuance of a written citation or summons regardless of whether the student is taken into custody by law enforcement. Charges related to driving under the influence of alcohol or other drugs are not "minor traffic violations" and must be reported.

C. Masking to Conceal Identity
   1. Consistent with Virginia Code § 18.2-422, any individual who is present on College property or attending a College event who is wearing a mask, hood, or other device whereby a substantial portion of the face is hidden or covered so as to conceal the identity of the wearer, must present a valid college or government issued identification document containing both the person's legal name and photograph when requested by an Authorized College Employee or otherwise establish the individual's identity to the satisfaction of the Germanna Community College Police Department.

D. Encampments
   1. The construction or occupation of a Camping Tent is prohibited.
      a. "Camping Tent" means any collapsible tent or structure, typically having as its basic components a flexible material supported by a framework, designed, intended, or used as temporary shelter while camping or on recreational outdoor outings. Camping Tents may include tents known as "pup tents," "dome tents," "cabin tents," "hiker tents," and "backpacking tents."
      b. A "Camping Tent" does not include a tent with all sides entirely open and where there is an unobstructed view into such tent from the outside at all angles. All other conduct provisions apply to the use of open tents.
      c. Only tents approved in advance pursuant to the Use of College Facilities - Facilities Management Policy 20010 shall be permitted. No Camping Tents shall be permitted at any time. All tents of any type must be removed no later than 10:00 p.m.
   2. Camping is prohibited on property owned, leased, or operated by the College, Virginia Community College System, or their foundations.
      a. "Camping" means the act of using any part of the property or facilities for living accommodation purposes, such as establishment of temporary or permanent living quarters, sleeping outdoors overnight or making preparations for overnight sleeping (including the laying down of bedding), storing personal belongings, using any tent, shelter, or similar structure regardless of size for sleeping; sleeping in, on, or under parked vehicles, or setting up temporary or permanent sleeping areas outdoors or in structures not designated for human occupancy.
      b. "Camping" does not include the use of College, VCCS, or their foundations' property that has been wholly or partially designated as sleeping or relaxation areas; a tailgating activity in conjunction with a College, VCCS, or foundation event; or the use of temporary hammocks or lounge furniture for recreation or studying activities outdoors on College, VCCS, or foundation owned property during the hours of 8:00 a.m. to 10:00 p.m.
   3. These prohibitions shall not apply to the College, the Virginia Community College System Office, or the College or System foundations or to Non-Camping Tents erected for their use.
   4. These prohibitions shall not apply to federal, state, or local governments or their agencies or to Non-Camping Tents erected for their use.

E. Applicability:
    1. The Code of Conduct, including this Addendum, shall apply both to the conduct of individual students as well as student organizations.
    2. Each recognized student organization shall represent that its activities and the activities of its members will not violate federal, state, or local law; or the College's Code of Conduct, including this Addendum.
    3. The Code of Conduct, including this Addendum, applies to all student activities within College, VCCS, or their foundations' programs or activities wherever located. The Code of Conduct, including this Addendum, also applies to all student conduct occurring on the College campus and on any property owned, leased, or operated by the College, VCCS, or their foundations. The Code of Conduct, including this Addendum, additionally applies to any property used as a student residence and in regard to which students have expressly agreed to abide by or provided written consent to be governed by College policies. Violations of other College or VCCS policies may result in disciplinary action under the Student Code of Conduct.

Approval and Revision Dates
    Cabinet:
    Faculty Senate:
    Department Chairs:
    College Council:
    Leadership Council:
        First Reading –
        Second Reading –
        Approval –

VCCS POLICY CHANGES

Student Code of Conduct Addendum and Facility Use Provisions

Presented by Dr. Frank A. Cirioni, Dean of Student Development

August 29, 2024

GERMANNA
COMMUNITY COLLEGE

OVERVIEW

- On Thursday, August 22, 2024, VCCS Chancellor, Dr. David Dore, requested that all 23 Colleges revise their Student Code of Conduct before COB on Monday, August 26, 2024.
- The revisions would include:
  - **Student Conduct Addendum**
  - **Facilities Use Provisions**
- These revisions are in response to:
  - A letter from Attorney General Jason Miyares to Governor Glenn Youngkin regarding Student Codes of Conduct and Campus Expression Policies, dated May 2, 2024.
  - A letter from Virginia Secretary of Education, Aimee Guidera, to the Council of Presidents, dated July 27, 2024

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STUDENT CONDUCT ADDENDUM

- As of Friday, August 23, 2024, Germanna's Student Code of Conduct – **Statement of Student Rights & Responsibilities** – located in the College Catalog, Student Handbook, now includes the following provisions.

- Any violation of such will be grounds for discipline under the College's Student Code of Conduct policy.

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DISRUPTIVE ACTS

- "Disrupting or obstructing the normal learning, living, or work environments of other members of the College community or the functions or activities of the College (as well as activities conducted on the College's property with its permission) is prohibited."
  - Examples include blocking entrances, corridors or exits; interfering with ongoing educational activities; unauthorized presence in a building; interfering with vehicular or pedestrian traffic; creating unsanitary conditions; and interfering with efforts to protect the health and safety of members of the College community or larger public.

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DISRUPTIVE ACTS

- "No person may obstruct, disrupt, or attempt by physical force to cancel or discontinue speech by any speaker or the observation of speech by any person intending to see or hear a speaker."

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VIOLATIONS OF LAWS, REGULATIONS, AND ORDINANCES

- "Students have a continuing duty to promptly report to the Germanna Community College Police Department any arrests for violations of federal, state, local, or international law, excluding minor traffic violations that do not result in injury to others."
  - Regardless of where the arrest occurred (inside or outside the Commonwealth of Virginia) and regardless of whether the College is in session at the time of the arrest.
  - An arrest includes the issuance of a written citation or summons.
  - Charges related to driving under the influence of alcohol or other drugs are not "minor traffic violations" and must be reported.

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MASKING TO CONCEAL IDENTITY

- "Consistent with Virginia Code § 18.2-422, any individual who is present on College property or attending a College event who is wearing a mask, hood, or other device whereby a substantial portion of the face is hidden or covered so as to conceal the identity of the wearer, must present a valid college or government issued identification document containing both the person's legal name and photograph when requested"
  - Requests can be made by an Authorized College Employee or the Germanna Community College Police Department.

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ENCAMPMENTS

- "The construction or occupation of a Camping Tent is prohibited. "
  - "Camping Tent" is defined in the policy.
  - "No Camping Tents shall be permitted at any time."
  - "Only tents approved in advance pursuant to the Use of College Facilities – Facilities Management Policy 20010 shall be permitted."
  - And "All tents of any type must be removed no later than 10:00 p.m."

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ENCAMPMENTS

- "Camping is prohibited on property owned, leased, or operated by the College, Virginia Community College System, or their foundations."
  - "Camping" is defined in the policy.
  - "Camping" does not include areas designated as sleeping or relaxation areas and does not include temporary hammocks or lounge furniture for recreation or studying activities outdoors during the hours of 8:00 a.m. to 10:00 p.m.
  - These prohibitions do not apply to the College, VCCS, or College or System Foundations.
  - These prohibitions do not apply to Federal, State, or Local Governments or their agencies.

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APPLICABILITY

- The Addendum applies to individual students and student clubs and organizations.

- Student Clubs and Organizations will not violate federal, state, or local law; or the College's Code of Conduct, including this addendum.

- The Code of Conduct applies to all student activities within the College, VCCS, or their Foundations.

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FACILITIES USE PROVISIONS

- As of Friday, August 23, 2024, Germanna's three (3) Expressive Activity Policies now include the following provisions.
  - Expressive Activity – Community and Non-College Affiliated Entities – 20050
  - Expressive Activity by Employees – 40290
  - Expressive Activity by Students – 80400
- Any violation of such will be grounds for discipline under the College's Student Code of Conduct policy.

GERMANNA
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FACILITIES USE PROVISIONS

1. "All events must have an institution-affiliated sponsor or be pursuant to a signed facility use and/or rental agreement."

2. "Certain locations are altogether prohibited from usage for events"

3. "An advance reservation process with a written agreement is required."

4. "Groups and individuals participating in the facility use activities are accountable for compliance with the provisions of this policy."

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FACILITIES USE PROVISIONS

5. "No illegal activity is permitted at events."

6. "Disrupting or obstructing the normal learning, living, or work environments of other members of the College community or the functions or activities of the College…is prohibited."

7. "The construction or occupation of a Camping Tent is prohibited."
   - "Camping Tent" and "Event Tent" are defined.
   - "Camping" is prohibited.

GERMANNA
COMMUNITY COLLEGE

SUMMARY

The Student Conduct Addendum and Facilities Use Provisions must be approved and ratified by Germanna's Leadership Council.

I hereby request a First Reading today, August 29, 2024, and to waive a Second Reading by the Leadership Council.

GERMANNA
COMMUNITY COLLEGE

Business Administration, AS

2025-2026 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* Business Department

Effective Year:

Term* Fall   **Year*** 2025

Program Title* Business Administration, AS

Program Type* Major

Degree Type* Associate of Science

33

Program Description *

Purpose: The Business program is designed for the student who plans to transfer to a four-year institution to complete a baccalaureate degree in business. Students who wish to pursue careers in accounting, management, marketing, economics, public administration, finance, banking, or human resource management should select this program.

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.

Business Curriculum Degree Requirements:

Student Development (1-2cr)

SDV 101 Orientation to Business and Professional Services (2cr)

[After] or any approved SDV course (SDV 101 is recommended to prepare students to be successful)

English (6cr)

ENG 111 College Composition I (3cr)

ENG 112 College Composition II (3cr)

Mathematics (3-4cr)

Mathematics (3-4cr) MTH 245, MTH 261, MTH 263

Art, Humanities and Literature (6cr)

Humanities/Literature/Art I (3cr) 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 258, ENG 275

Humanities/Literature/Art II (3cr) (must be from a different category than previous selection) 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 258, ENG 275

Social and Behavioral Sciences (6cr)

ECO 201 Macroeconomics (3cr)

Social and Behavioral Sciences (3cr) Choose any UCGS History HIS 101, HIS 102, HIS 111, HIS 112, HIS 121, HIS 122

Natural Sciences (4cr)

UCGS Natural Science (4cr) Choose 1 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

Communication (3cr)

Communications (3cr) CST 100 or CST 110

Business Core (24cr)

ACC 211 Accounting I (3cr)

ACC 212 Accounting II (3cr)

BUS 100 Introduction to Business (3cr)

BUS 224 Business Statistics (3cr)

BUS 240 Business Law (3cr)

ECO 202 Microeconomics (3cr)

Major Elective I (3cr) Select One (1) BUS 200, BUS 270, BUS 280, MKT 201

Major Elective II (3cr) Select One (1) BUS 200, BUS 270, BUS 280, MKT 201

Transfer Elective(s) (6-9cr)

Transfer Elective I (3-5cr) Choose One (1) Additional Business Course, World Language, ITE 152, MTH 261, MTH 263, MTH 245, MTH 154, MTH 161/162, MTH 167

Transfer Elective II (3-5cr) Choose One (1) Additional Business Course, World Language, ITE 152, MTH 261, MTH 263, MTH 245, MTH 154, MTH 161/162, MTH 167

Transfer Elective III (3-5cr) Choose One (1) Additional Business Course, World Language, ITE 152, MTH 261, MTH 263, MTH 245, MTH 154, MTH 161/162, MTH 167

154, MTH 161/162, MTH 167

Total Minimum Credits: 60

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 through embedded competency or an equivalent competency test. Students are encouraged not to wait until the final semester to complete this requirement.

Students should check with institutions to which they are considering transferring to determine appropriate MTH courses and/or sequences.

1Transfer 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

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

Suggested Scheduling:

First Year

First Five

SDV 100 College Success Skills
ECO 201 Macroeconomics (3cr)
ENG 111 College Composition I (3cr)
BUS 100 Introduction to Business (3cr)
Transfer Elective I (3-5cr) Choose One (1)
Additional Business Course, World Language,
ITE 152, MTH 261, MTH 263, MTH 245, MTH
154, MTH 161/162, MTH 167

Total Credits: 13-15

Second Semester

ECO 202 Microeconomics (3cr)

ENG 112 College Composition II (3cr)

Major Elective I (3cr) Select One (1) BUS 200, BUS 270, BUS 280, MKT 201

Mathematics (3-4cr) MTH 245, MTH 261, MTH 263

UCGS Natural Science (4cr) Choose 1 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

Total Credits: 16-17

Second Year

Third Semester

ACC 211 Accounting I (3cr)

BUS 224 Business Statistics (3cr)

Communications (3cr) CST 100 or CST 110

Humanities/Literature/Art II (3cr) (must be from a different category than previous selection) 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 258, ENG 275

Social and Behavioral Sciences (3cr) Choose any UCGS History HIS 101, HIS 102, HIS 111, HIS 112, HIS 121, HIS 122

Total Credits: 15

Fourth Semester

ACC 212 Accounting II (3cr)

BUS 240 Business Law (3cr)

Major Elective II (3cr) Select One (1) BUS 200, BUS 270, BUS 280, MKT 201

Transfer Elective II (3-5cr) Choose One (1) Additional Business Course, World Language, ITE 152, MTH 261, MTH 263, MTH 245, MTH 154, MTH 161/162, MTH 167

Transfer Elective III (3-5cr) Choose One (1) Additional Business Course, World Language, ITE 152, MTH 261, MTH 263, MTH 245, MTH 154, MTH 161/162, MTH 167

Total Credits: 16-18

Provide the rationale for proposing this program change. *

The Business Administration AS is a part of the Transfer Virginia program rewrite and will ensure students who want to pursue a career in Business can take the necessary courses to prepare for transfer to our four-year partners. Students must select a combination of credits that equals at least 60 credit hours. This change is to memorialize the migration from Associate of Arts and Sciences to Associate of Science and incorporate specific classes from the UCGS.

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

Curriculum:

The new program will replace the existing AA&S Business program but will incorporate courses already in our curriculum.

Instructional Load:

There is no anticipated impact on the instructional load.

Scheduling:

There is no anticipated impact on scheduling.

Transferability:

This curriculum is designed to transfer to four-year colleges in Virginia. To ensure this, all courses must be on the transfer guides and advisors will help students select electives.

Accreditation Impact:

No Impact.

ADMINISTRATORS ONLY

ADMINISTRATORS ONLY

Acalog Owner

Business Pathway

Program OID   1295

Status   ● Active-Visible   ○ Inactive-Hidden

Steps for Business Administration, AS

Originator   Status: *Approved*

Participants

✅ **Cheri Maea** 8/20/2024 7:33 AM

▼

Faculty Group   Status: *Approved*

Participants

✅ **Derrick Brown** 8/20/2024 10:13 AM
✅ **Angela Hall** 8/21/2024 10:47 AM
✅ **Louis Mairs** 8/21/2024 11:25 AM
✅ **Jillian Noel** 8/20/2024 11:14 AM
✅ **Denise Talley** 8/20/2024 9:29 AM

▼

Department Chair   Status: *Approved*

Participants

✅ **Samuel Foltz** 8/21/2024 6:38 PM
✅ **Carla Shakley** 8/21/2024 12:02 PM

▼

Dean   Status: *Approved*

Participants

✅ **Eric Earnhardt** 8/22/2024 7:38 AM
✅ **Tina Lance** 8/22/2024 9:25 AM

▼

Dean   Status: *Approved*

Participants

✅ **Eric Earnhardt** 8/23/2024 7:30 AM
✅ **Sarah Hall** 8/23/2024 8:05 AM
✅ **Cheri Maea** 8/23/2024 6:48 AM

▼

Curriculum Committee

Status: *Approved*

Participants

▲ **Curriculum Committee**

✅ **Tracy Affeldt** * 8/28/2024 1:44 PM

✅ **Rachel Eaton** * 8/26/2024 11:20 AM

▼

VP of Academic Affairs & Workforce Development

Status: *Approved*

Participants

✅ **Shashuna Gray** 8/28/2024 3:30 PM

▼

Accreditation

Status: *Approved*

Participants

✅ **John Davis** 8/29/2024 3:05 PM

▼

College Board

Status: *Working*

Participants

Lorraine Pendleton

▼

System Admin

Status: *Incomplete*

Participants

Tracy Affeldt

Cheri Maea

Criminal Justice, AAS-Can Be Completed Online-400

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* Business Department

Effective Year:

Term* Immediate   **Year*** 2024

Program Title* Criminal Justice, AAS-Can Be Completed Online-400

Program Type* Major

Degree Type* Associate of Applied Science

Program Description*

Purpose: The Associate of Applied Science in Criminal Justice prepares individuals for careers in the criminal justice field and for advanced study in the Criminal Justice or related programs. Courses within this program may be of interest to individuals seeking professional and/or personal development in subjects related to the criminal justice system.

Occupational Objectives: Municipal, County, State, and Federal Law Enforcement Personnel; Private or Government Investigator; Commercial and Industrial Security Officer.

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.

Criminal Justice Curriculum Degree Requirements:

Student Development (1cr)

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

English (6cr)

ENG 111 College Composition I
[Right] and

ENG 112 College Composition II

Mathematics/Natural Sciences (3cr)

 Any MTH, BIO, CHM, ENV, NAS, GOL, or PHY

Health/Physical Education (2cr)

ADJ 138 Defensive Tactics
[Right] or

HLT 100 First Aid and Cardiopulmonary Resuscitation
[Right] or

HLT 106 First Aid and Safety
[Right] or

HLT 230 Principles of Nutrition and Human Development

45

Humanities (6cr)

Any two courses from ART, ENG (Literature), HUM, MUS, PHI, REL, or Foreign Language (Recommended Approved Passport Course) (Recommend PHI 220)

Social Sciences (6cr)

PLS 136 State and Local Government and Politics
[After] Any Social Science course from ECO,PLS,PSY,SOC,GEO,HIS (courses must differ from any listed in the History requirements above or major requirements below)

Recommended: PSY 120 , SOC 266 , or SOC 268

[Right] and

Communication (3cr)

BUS 236 Communication in Management
[Right] or

ADJ 117 Police Communications and Records

Computer Applications & Concepts (3cr)

ITE 152 Introduction to Digital and Information Literacy and Computer Applications
[Right] 2

Program requirements - (24cr)

ADJ 100 Survey of Criminal Justice
ADJ 105 The Juvenile Justice System
ADJ 110 Introduction to Law Enforcement

ADJ 133 Ethics and the Criminal Justice Professional

ADJ 201 Criminology

ADJ 211 Criminal Law, Evidence and Procedures I

ADJ 212 Criminal Law, Evidence and Procedures II

ADJ 236 Principles of Criminal Investigation

Elective Course Options (6cr)

[Before]Any two ADJ courses (not listed above) or

PSY 255 Psychological Aspects of Criminal Behavior
[Right] (if not used for PSY/SOC elective), and ADJ 290: Coordinated Internship

Total Minimum Credits: 60-61

Students successfully completing requirements from the Rappahannock Regional Criminal Justice Academy Law Enforcement Officer course will be awarded credit for ADJ 110, ADJ 211, ADJ 212, ADJ 236, HLT/PED and two ADJ electives for a total of 20 credits. Students must provide appropriate documentation and credit will be awarded after students satisfactorily complete all other program requirements. Graduates of the Virginia State Police Basic Training Course and Law Enforcement Officers may receive academic credit.

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.

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

1Students considering transfer should check with anticipated four-year institution to determine appropriate MTH courses and/or sequences.

2Students passing the computer competency exam will need to take an additional 100 level course in place of ITE 152.

Suggested Scheduling:

First Year

First Five

SDV 101 Orientation to (Specific Discipline)
ENG 111 College Composition I
[After] MTH/SCI Elective

ITE 152 Introduction to Digital and Information Literacy and Computer Applications
ADJ 100 Survey of Criminal Justice
ADJ 138 Defensive Tactics
[Right] or HLT 100 or HLT 106 or HLT 230

Total Credits: 15/16

Second Semester

ADJ 110 Introduction to Law Enforcement
ADJ 133 Ethics and the Criminal Justice Professional
ENG 112 College Composition II
PLS 136 State and Local Government and Politics
[After] Humanities Elective

Total Credits: 15

Second Year

Third Semester

ADJ 105 The Juvenile Justice System
ADJ 211 Criminal Law, Evidence and Procedures I
ADJ 201 Criminology
[After] Social Science Elective

[After] ADJ Elective

Total Credits: 15

Fourth Semester

ADJ 212 Criminal Law, Evidence and Procedures II
[After] ADJ Elective

ADJ 236 Principles of Criminal Investigation
BUS 236 Communication in Management
[Right] or

ADJ 117 Police Communications and Records
[After] Humanities Elective

Total Credits: 15

Second Year

Provide the rationale for proposing this program change. * This program update is to formally memorialize the name change from Administration of Justice to Criminal Justice. The change was completed in conjunction with the curriculum redesign at VCCS. Since SCHEV requires Local Board approval for title changes for degrees and certificates, we need to document that GCC's degree title change from Administration of Justice to Criminal Justice has been approved by GCC's Local Board.

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

Curriculum: None - this memorializes a change necessitated by program redesign process at the VCCS.

Instructional Load: None - this memorializes a change necessitated by program redesign process at the VCCS.

Scheduling: None - this memorializes a change necessitated by program redesign process at the VCCS.

Transferability: None - this memorializes a change necessitated by program redesign process at the VCCS.

Accreditation Impact: None - this memorializes a change necessitated by program redesign process at the VCCS.

ADMINISTRATORS ONLY

Acalog Owner
Social Science & Education Pathway

Program OID

Status ● Active-Visible   ○ Inactive-Hidden

Steps for Criminal Justice, AAS-Can Be Completed Online-400

Originator   Status: *Approved*

Participants

✅ **Cheri Maea** 3/5/2024 9:21 AM

▼

Faculty Group   Status: *Approved*

Participants

✅ **Derrick Brown** 3/7/2024 1:24 PM
✅ **Angela Hall** 3/18/2024 9:16 PM
✅ **Louis Mairs** 3/6/2024 7:36 AM
✅ **Jillian Noel** 3/6/2024 8:42 AM
✅ **Denise Talley** 3/18/2024 11:19 AM

▼

Department Chair   Status: *Approved*

Participants

✅ **Samuel Foltz** 3/20/2024 1:27 PM
✅ **Carla Shakley** 3/19/2024 4:06 AM

▼

Dean   Status: *Approved*

Participants

✅ **Eric Earnhardt** 3/20/2024 2:08 PM

▼

Dean   Status: *Approved*

Participants

✅ **Eric Earnhardt** 3/20/2024 2:47 PM
✅ **Sarah Hall** 3/20/2024 2:48 PM
✅ **Cheri Maea** 3/20/2024 2:10 PM

▼

Curriculum Committee

Status: *Approved*

Participants

▲ **Curriculum Committee**
  March 22 – 2nd
  ✅ **Tracy Affeldt** * 5/9/2024 10:28 AM
  ✅ **Craig Willits** * 3/22/2024 9:20 AM

▼

VP of Academic Affairs & Workforce Development

Status: *Approved*

Participants

✅ **Shashuna Gray** 5/13/2024 8:55 AM

▼

Accreditation

Status: *Approved*

Participants

✅ **John Davis** 5/17/2024 8:34 AM

▼

College Board

Status: *Working*

Participants

  Lorraine Pendleton

▼

System Admin

Status: *Incomplete*

Participants

  Tracy Affeldt

  Cheri Maea

Education Specialization K-8, AA&S - 624-02

Program Deactivate

General Catalog Information

Read before you begin

Select *Program* below, unless deactivating/deleting 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.

Department* | Early Childhood Education & Education |

Effective Year:

Term* | Summer | **Year*** | 2023 |

Program Title* Education Specialization K-8, AA&S - 624-02

Status ● Active-Visible   ○ Inactive-Hidden

Program Type* | Major |

Degree Type* | Associate of Arts & Sciences |

Program Description*

Purpose: The Education K-8 Specialization program is designed to provide the courses in general education for the student who plans to complete a baccalaureate degree program in elementary 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.

Prospective Curriculum *

Education Specialization K-8 Curriculum Degree Requirements:

Student Development (1 cr.)

SDV 100 College Success Skills
[Right] or SDV 101

English (9 cr)

ENG 111 College Composition I
ENG 112 College Composition II
[Right] and

[After] any one Literature course (ENG 230-279)

Mathematics (6cr)

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 245: Statistics I

History (9 Cr.)

HIS 121 United States History to 1877
[Right] and HIS 122

HIS 122 United States History since 1865
[Right] and HIS 101 or

HIS 102 Western Civilizations Post-1600 CE

Humanities (3 cr.)

One of the following:

ART 101 History of Art: Prehistoric to Gothic
[Right] , ART 102 History and Appreciation of ART II,
ART 106 History of Modern ART, MUS 121 Music
Appreciation I or MUS 122 Music Appreciation
II

Social Sciences (9 cr.)

GEO 210 People and the Land: Introduction to Cultural Geography
[Right] and

PLS 135 U.S. Government and Politics
[Right] and

ECO 201 Principles of Macroeconomics
[Right] or ECO 202: Principles of Microeconomics

Lab Sciences (8 Cr.)

BIO 101 General Biology I
[Right] and

BIO 102 General Biology II

Education (6 Cr.)

EDU 200 Introduction to Teaching as a

Profession
[Right]

and

PSY 230 Developmental Psychology
[Right] **or EDU 207: Human Growth and Development3**

ITE 152 and/or Transfer Electives (9 Cr.)

ITE 152 Introduction to Digital and Information Literacy and Computer Applications
[Right] **1 or transfer elective**

Total Minimum Credits: 60

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.

1 Students passing the computer competency exam will need to take an additional transfer elective course in place of ITE 152.
2 Transfer elective credits must be selected from the approved Transfer Electives List. It is recommended that students select electives based on the requirements of the education program to which they wish to transfer.

3Students transferring to other universities should consult the universities for guidance on choosing PSY 230 or 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
ENG 111 College Composition I
[After] MTH (I)

HIS 121 United States History to 1877
BIO 101 General Biology I

Total Credits: 14

Second Semester

BIO 102 General Biology II
ENG 112 College Composition II
[After] MTH (II)

HIS 122 United States History since 1865
PSY 230 Developmental Psychology

Total Credits: 16

Second Year

Third Semester

[Before]English Literature

Humanities

HIS 101 Western Civilizations Pre-1600 CE

[Right] or HIS 102

GEO 210 People and the Land: Introduction to Cultural Geography

ITE 152 Introduction to Digital and Information Literacy and Computer Applications

[Right] or Transfer Elective(s)

Total Credits: 15

Fourth Semester

PLS 135 U.S. Government and Politics

ECO 201 Principles of Macroeconomics

[Right] or ECO 202

EDU 200 Introduction to Teaching as a Profession

[After] Transfer Elective (6cr)

Total Credits: 15

Provide the rationale for deactivating this program.* In accordance with changes made through Transfer Virginia to streamline programs and address the teacher shortage in the Commonwealth, a revised core education program was developed with pathways to the teaching profession K-12.

Due to these changes, there is no longer a need to have two education programs with a specialization in K-8. The revised core program will offer students clear pathways in critical shortage areas, such as elementary education, special education, and secondary education as well as specific disciplines.

The revised program offers students a greater number of education courses and two practicum opportunities in public school settings. The core curriculum is accepted statewide and will provide seamless transfer options and accelerate graduation completion.

The proposed plan is to revise the current Education program to meet the requirements of the core education program developed through Transfer Virginia and deactivate the Education K-8 specialization program with a process to "teach out" the current K-8 specialization and allow students the choice to opt into the revised program. The revised program will provide students with more options and clear guidance on specific teaching pathways which will promote student engagement and encourage transfer decisions from the onset.

Impact of Deactivating this program (Please describe if there is an impact)

Curriculum: There should be no impact to deactivating the Education K-8 specialization. The Education and Education K-8 programs are closely related and share similar core courses and general education courses.

Instructional Load: None

Scheduling: None

Transferability: Both the revised Education and Education K-8 programs provide students with transfer options.

Accreditation Impact: None

ADMINISTRATORS ONLY

Acalog Owner Social Science & Education Pathway

60

Steps for Education Specialization K-8, AA&S - 624-02

Faculty Group

Status: *Approved*

Participants

- ✅ **Kevin Handley** 5/1/2023 8:56 AM
- ✅ **Kelley Lloyd** 4/28/2023 8:55 AM
- ✅ **Craig Willits** 4/27/2023 4:57 PM
- ✅ **Novel Yi** 4/28/2023 9:43 AM

Department Chair

Status: *Approved*

Participants

- ✅ **Teresa Conour** 5/1/2023 5:19 PM

Dean

Status: *Approved*

Participants

- ✅ **John Stroffolino** 5/4/2023 9:00 AM

Dean

Status: *Restarted*

A system administrator is reviewing requests made on this step.

Participants

- ✅ **Eric Earnhardt** 5/8/2023 4:12 PM
- **Sarah Hall**
- ✅ **Patricia Lisk** 5/5/2023 8:37 AM
- ⊖ **Cheri Maea** 7/17/2023 2:06 PM
- ✅ **John Stroffolino** 5/5/2023 8:15 AM
- ▐▐ *Tracy Affeldt (System Administrator)* 8/7/2023 2:04 PM

Dean

Status: *Approved*

Participants

✅ **Eric Earnhardt** 8/15/2023 12:21 PM

✅ **Sarah Hall** 8/15/2023 1:06 PM

✅ **Cheri Maea** 8/16/2023 10:57 AM

▼

Admin

Participants

✅ **Tracy Affeldt** 8/16/2023 2:46 PM

⭕ **Cheri Maea**

✅ *Tracy Affeldt (System Administrator)*
8/17/2023 12:52 PM

▼

Curriculum Committee

Status: *Restarted*

Participants

▲ **Curriculum Committee**

⭕ **Tracy Affeldt** *

   Craig Willits *

▲ **Additional Participants**

▼

Curriculum Committee

Status: *Force Approved*

Participants

▲ **Curriculum Committee**
   August 2023

⭕ **Tracy Affeldt** *

✅ **Craig Willits** * 8/18/2023 10:37 AM

▲ **Additional Participants**

▼

VP of Academic Affairs & Workforce Development

Status: *Approved*

Participants

✅ **Shashuna Gray** 8/29/2023 8:15 AM

▼

Accreditation

Status: *Approved*

63

Participants

✅ **John Davis** 8/29/2023 8:47 AM

▼

College Board   Status: *Working*

Participants

Lorraine Pendleton

▼

System Admin   Status: *Incomplete*

Participants

Tracy Affeldt

Cheri Maea

Foundations of Criminal Justice, Certificate-Can Be Completed Online- 406

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*   Business Department

Effective Year:

Term*   Immediate   **Year***   2024

Program Title*   Foundations of Criminal Justice, Certificate-Can Be Completed Online- 406

Program Type*   Certificate

Degree Type*   Certificate Program

Program Description *

Purpose: This certificate program is designed for those who want to pursue the study of subjects related to the criminal justice system and to prepare students for entry-level positions in the Criminal Justice field.

Occupational Objectives: Police Officer, Deputy Sheriff, Private Security Officer, Park Police Officer, Transit Police Officer, and other law enforcement related occupations. Enhances knowledge and employability in the Criminal Justice field.

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.

Foundations of Criminal Justice Curriculum:

Program Requirements

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

ENG 111 College Composition I
[After] Any HLT/PED - Health/Physical Education1 - Recommended: ADJ 138 or HLT 100 or HLT 106 or HLT 230

[After] Humanities - one course (3cr) from PHI, ENG Literature or ART Passport Course or Humanities from approved Transfer Elective List

ITE 152 Introduction to Digital and Information Literacy and Computer Applications
[Right] 2

ADJ 100 Survey of Criminal Justice
ADJ 110 Introduction to Law Enforcement
ADJ 133 Ethics and the Criminal Justice Professional
ADJ 201 Criminology
ADJ 211 Criminal Law, Evidence and Procedures I
ADJ 236 Principles of Criminal Investigation

Total Minimum Credits: 30

All courses in this program are also program requirements in the Criminal Justice AAS degree.

1 Veterans may be awarded credit for military experience to meet this requirement.
2 Students passing an approved computer competency exam will need to take an additional 100 level course in place of ITE 152.

Suggested Scheduling:

Suggested Scheduling:

First Year

First Semester

SDV 101 Orientation to (Specific Discipline)
ADJ 100 Survey of Criminal Justice
ADJ 201 Criminology
ADJ 110 Introduction to Law Enforcement
ENG 111 College Composition I
[After] Health/Physical Ed

Total Credits: 15

Second Semester

ADJ 133 Ethics and the Criminal Justice Professional
ADJ 211 Criminal Law, Evidence and Procedures I
ADJ 236 Principles of Criminal Investigation
[After] Humanities Elective

ITE 152 Introduction to Digital and Information Literacy and Computer Applications

Total Credits: 15

Provide the rationale for proposing this program change. *   This program update is to formally memorialize the name change from Administration of Justice to Criminal Justice. The change was completed in conjunction with the curriculum redesign at VCCS. Since SCHEV requires Local Board approval for title changes for degrees and certificates, we need to document that GCC's degree title change from Administration of Justice to Foundations of Criminal Justice has been approved by GCC's Local Board.

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

Curriculum: None - this memorializes a change necessitated by program redesign process at the VCCS.

Instructional Load: None - this memorializes a change necessitated by program redesign process at the VCCS.

Scheduling: None - this memorializes a change necessitated by program redesign process at the VCCS.

Transferability: None - this memorializes a change necessitated by program redesign process at the VCCS.

Accreditation Impact: None - this memorializes a change necessitated by program redesign process at the VCCS.

ADMINISTRATORS ONLY

Acalog Owner   Social Science & Education Pathway

Program OID

Status   ● Active-Visible   ○ Inactive-Hidden

Steps for Foundations of Criminal Justice, Certificate-Can Be Completed Online- 406

Originator
Status: *Approved*

Participants
■ ✅ **Cheri Maea** 3/5/2024 9:23 AM

▼

Faculty Group
Status: *Approved*

Participants
✅ **Derrick Brown** 3/7/2024 1:23 PM
✅ **Angela Hall** 3/18/2024 9:16 PM
✅ **Louis Mairs** 3/6/2024 7:36 AM
✅ **Jillian Noel** 3/6/2024 8:42 AM
✅ **Denise Talley** 3/18/2024 11:19 AM

▼

Department Chair
Status: *Approved*

Participants
✅ **Samuel Foltz** 3/20/2024 1:27 PM
✅ **Carla Shakley** 3/19/2024 4:07 AM

▼

Dean
Status: *Approved*

Participants
✅ **Eric Earnhardt** 3/20/2024 2:08 PM

▼

Dean
Status: *Approved*

Participants
✅ **Eric Earnhardt** 3/20/2024 2:47 PM
✅ **Sarah Hall** 3/20/2024 2:48 PM
✅ **Cheri Maea** 3/20/2024 2:10 PM

▼

Curriculum Committee

Status: *Approved*

Participants

▲ **Curriculum Committee**
March 22 – 2nd
✅ **Tracy Affeldt** * 5/9/2024 10:28 AM
✅ **Craig Willits** * 3/22/2024 9:20 AM

▼

VP of Academic Affairs & Workforce Development

Status: *Approved*

Participants

✅ **Shashuna Gray** 5/13/2024 8:55 AM

▼

Accreditation

Status: *Approved*

Participants

✅ **John Davis** 5/17/2024 8:35 AM

▼

College Board

Status: *Working*

Participants

Lorraine Pendleton

▼

System Admin

Status: *Incomplete*

Participants

Tracy Affeldt

Cheri Maea

Foundations of Criminal Justice, Career Studies Certificate -Can Be Completed Online- 221-400-01

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*   `Business Department`

Effective Year:

Term*   `Immediate`   **Year***   `2024`

Program Title*   Foundations of Criminal Justice, Career Studies Certificate -Can Be Completed Online- 221-400-01

Program Type*   `Career Studies Certificate`

Degree Type*

Career Studies Certificate Program

Program Description*

Purpose: This career study certificate program is designed for students who are seeking entry-level jobs in law enforcement occupations.

Occupational Objectives: Police Officer, Deputy Sheriff, Private Security Officer, Park Police Officer, Transit Police Officer, and other law enforcement related occupations.

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. Students are urged to consult with counselors or faculty advisors in planning their programs.

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*

Foundations of Criminal Justice Curriculum:

Program Requirements

ADJ 100 Survey of Criminal Justice

ADJ 133 Ethics and the Criminal Justice Professional

ADJ 201 Criminology

ADJ 211 Criminal Law, Evidence and Procedures I

ITE 152 Introduction to Digital and Information Literacy and Computer Applications

[Right] 1

ENG 111 College Composition I

[Right] or ADJ 215: Report Writing or ADJ 117:Police Communications and Records or any communications course

Total Minimum Credits: 18

All courses in this program are also program requirements in the Foundations of Criminal Justice Certificate and Criminal Justice AAS Degree.
1Students passing an approved computer competency exam will need to take an additional 100 level course in place of ITE 152.

Provide the rationale for proposing this program change.*

This program update is to formally memorialize the name change from Administration of Justice to Criminal Justice. The change was completed in conjunction with the curriculum redesign at VCCS. Since SCHEV requires Local Board approval for title changes for degrees and certificates, we need to document that GCC's degree title change from Administration of Justice to Foundations of Criminal Justice has been approved by GCC's Local Board.

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

Curriculum:

None - this memorializes a change necessitated by program redesign process at the VCCS.

Instructional Load:

Instructional Load: None - this memorializes a change necessitated by program redesign process at the VCCS.

Scheduling: None - this memorializes a change necessitated by program redesign process at the VCCS.

Transferability: None - this memorializes a change necessitated by program redesign process at the VCCS.

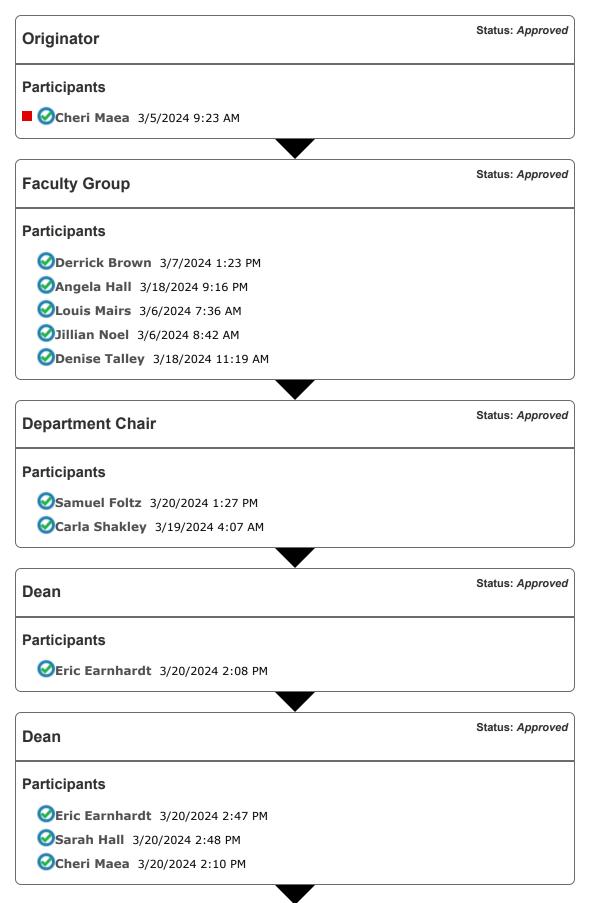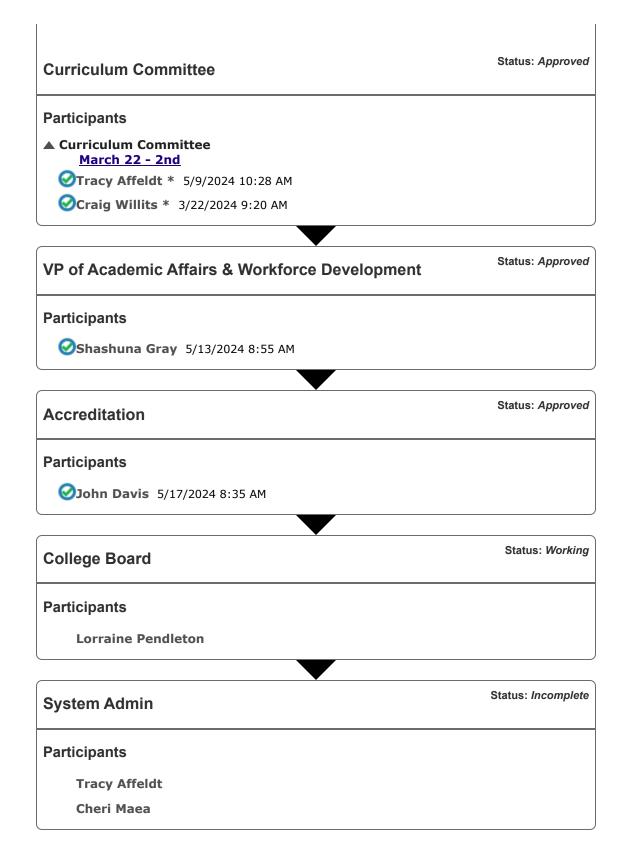**Accreditation Impact:** None - this memorializes a change necessitated by program redesign process at the VCCS.

ADMINISTRATORS ONLY

Acalog Owner

> Social Science & Education Pathway

Program OID

Status ⦿ Active-Visible   ◯ Inactive-Hidden

Steps for Foundations of Criminal Justice, Career Studies Certificate -Can Be Completed Online- 221-400-01

Originator   Status: *Approved*

Participants

🟥 ✅ **Cheri Maea** 3/5/2024 9:22 AM

Faculty Group   Status: *Approved*

Participants

✅ **Derrick Brown** 3/7/2024 1:23 PM
✅ **Angela Hall** 3/18/2024 9:16 PM
✅ **Louis Mairs** 3/6/2024 7:36 AM
✅ **Jillian Noel** 3/6/2024 8:42 AM
✅ **Denise Talley** 3/18/2024 11:19 AM

Department Chair   Status: *Approved*

Participants

✅ **Samuel Foltz** 3/20/2024 1:27 PM
✅ **Carla Shakley** 3/19/2024 4:07 AM

Dean   Status: *Approved*

Participants

✅ **Eric Earnhardt** 3/20/2024 2:08 PM

Dean   Status: *Approved*

Participants

✅ **Eric Earnhardt** 3/20/2024 2:47 PM
✅ **Sarah Hall** 3/20/2024 2:48 PM
✅ **Cheri Maea** 3/20/2024 2:10 PM

▼

Curriculum Committee

Status: *Approved*

Participants

▲ **Curriculum Committee**
    March 22 – 2nd

✅ **Tracy Affeldt** * 5/9/2024 10:28 AM

✅ **Craig Willits** * 3/22/2024 9:20 AM

▼

VP of Academic Affairs & Workforce Development

Status: *Approved*

Participants

✅ **Shashuna Gray** 5/13/2024 8:55 AM

▼

Accreditation

Status: *Approved*

Participants

✅ **John Davis** 5/17/2024 8:34 AM

▼

College Board

Status: *Working*

Participants

Lorraine Pendleton

▼

System Admin

Status: *Incomplete*

Participants

Tracy Affeldt

Cheri Maea

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

2025-2026 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* [Health Care Technician Department]

Effective Year:

Term* [Immediate]   **Year*** [2024]

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

Program Type* [Career Studies Certificate]

Degree Type *

Career Studies Certificate Program

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 Associate of Applied Science Diagnostic Medical Sonography 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. An additional purpose is to provide an occupational credential for entry-level non-licensed employment in various healthcare 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 healthcare 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 healthcare 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.

Prospective Curriculum *

Health Professions Preparation Curriculum:

Core Requirements:

Only EMS and Dental Assisting students should choose BIO145 and only Dental Assisting students should choose 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 Principles of Psychology

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

PHY 100 Elements of Physics
[Right] (DMS Students) or Humanities/Transfer Elective or HCT115 – Medication Administration Training

Program Electives

Select 2-3 courses for a total of 4-8 credits

BIO 101 General Biology I
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 or CST 126 Interpersonal Communication

HLT 105 Cardiopulmonary Resuscitation
HLT 143 Medical Terminology I
MTH 154 Quantitative Reasoning
PHI 220 Ethics
SOC 200 Introduction to Sociology
HCT 101 Health Care Technician I (4cr)
HCT 102 Health Care Technician II (3cr)

HCT 115 Medication Administration Training (3cr)

Total Minimum Credits: 18-23

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 Principles of Psychology**

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

PHY 100 Elements of Physics
[Right] **or Humanities/Transfer Elective or HCT 115: Medication Administration Training**

Total Credits: 14 - 15

Second Semester

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

CSC Completion (7cr)

BIO 101 General Biology I
CST 100 Principles of Public Speaking
[Right] or CST 110 or CST 126

HLT 105 Cardiopulmonary Resuscitation
HLT 143 Medical Terminology I

Dental (8cr)

BIO 142 Human Anatomy and Physiology II
BIO 150 Introductory Microbiology

Diagnostic Medical Sonography (7cr)

BIO 142 Human Anatomy and Physiology II
MTH 154 Quantitative Reasoning

EMS (4cr)

HLT 105 Cardiopulmonary Resuscitation
PHI 220 Ethics

Healthcare Technician (7cr)

HCT 101 Health Care Technician I (4cr)
HCT 102 Health Care Technician II (3cr)

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

Respiratory Therapist (4cr)

Students must apply to Reynolds Community College to complete degree.

HLT 105 Cardiopulmonary Resuscitation
PHI 220 Ethics

Total Credits: 4-8

Provide the rationale for proposing this program change. * Due to recent changes in the gainful employment laws, the existing Healthcare Technician program is being discontinued. To ensure students still have the opportunity to complete the Nurse Aide curriculum it is being embedded in this CSC. Students will complete the normal courses for Healthcare prep and will then follow the HCT track.

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

Curriculum: There will be no impact on the curriculum with the addition of this track. The only change is two additional potential credit hours for conferral. Students on this track will not need to take the humanities or PHY100 elective and will instead replace that with the HCT 115. Additionally, students can select BIO 145 rather than BIO 141.

Instructional Load: There is no change to the instructional load as the same courses will be offered.

Scheduling: There is no change to the scheduling requirements as the same courses will be offered.

Transferability: This program is not designed to be transferrable but it will help students who want to begin stackable credentials in Health Sciences.

Accreditation Impact: No Impact

ADMINISTRATORS ONLY

Acalog Owner

Health Science Pathway

83

Program OID 1307

Status ◉ Active-Visible   ○ Inactive-Hidden

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

Originator

Status: *Approved*

Participants

✅**Cheri Maea** 8/19/2024 8:32 PM

▼

Faculty Group

Status: *Restarted*

Participants

Ann McGowan

Misty Mesimer

Tonya Watson

✅**Tracey Williams** 8/20/2024 9:01 AM

🟥*Tracy Affeldt (System Administrator)*
8/20/2024 10:58 AM

▼

Faculty Group

Status: *Approved*

Participants

✅**Ann McGowan** 8/21/2024 9:52 AM

✅**Misty Mesimer** 8/20/2024 1:21 PM

✅**Tonya Watson** 8/20/2024 11:11 AM

✅**Tracey Williams** 8/21/2024 8:46 AM

▼

Department Chair

Status: *Approved*

Participants

✅**Teresa Johnson** 8/21/2024 10:42 AM

▼

Dean

Status: *Approved*

Participants

✅**April Morgan** 8/21/2024 11:57 AM

✅ **John Stroffolino** 8/21/2024 11:42 AM

Dean   Status: *Approved*

Participants

✅ **Eric Earnhardt** 8/21/2024 12:13 PM
✅ **Sarah Hall** 8/21/2024 1:06 PM
✅ **Cheri Maea** 8/21/2024 1:22 PM

Curriculum Committee   Status: *Approved*

Participants

▲ **Curriculum Committee**
   August 2024
✅ **Tracy Affeldt** * 8/28/2024 1:44 PM
✅ **Rachel Eaton** * 8/26/2024 11:20 AM

VP of Academic Affairs & Workforce Development   Status: *Approved*

Participants

✅ **Shashuna Gray** 8/28/2024 3:30 PM

Accreditation   Status: *Approved*

Participants

✅ **John Davis** 8/29/2024 3:05 PM

College Board   Status: *Working*

Participants

Lorraine Pendleton

System Admin   Status: *Incomplete*

Participants

Tracy Affeldt

86

Paramedic, Career Studies Certificate-221-146-05

2025-2026 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* | Emergency Medical Services |

Effective Year:

Term* | Immediate | **Year*** | 2024 |

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

Program Type* | Career Studies Certificate |

Degree Type* | Career Studies Certificate Program |

Program Description*

Purpose: The purpose is to provide knowledge, skills, and abilities for employment as an entry-level Paramedic.

Occupational Objective: Paramedic, Upon completion of the first semester of coursework students may be eligible to complete the Advanced Emergency Medical Technician Certification test

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. 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 assignments.

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.

Paramedic Career Studies Certificate Curriculum

Core Requirements

EMS 170 ALS Internship I (1cr)

EMS 180 Advanced EMS Foundations (1cr)

EMS 181 Advanced Airway & Shock Management (1cr)

EMS 182 Advanced Airway & 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 221 Paramedic Cardiovascular Care (3cr)

EMS 222 Paramedic Cardiovascular Care Lab (1cr)

EMS 224 Paramedic Patient Care I Lab (1cr)

EMS 225 Paramedic Patient Care II (5cr)

EMS 226 Paramedic Patient Care II Lab (2cr)

EMS 241 Paramedic Internship I (2cr)

EMS 246 Paramedic Internship II (2cr)

EMS 249 Paramedic Capstone Internship (2cr)

Total Minimum Credits: 28

Suggested Scheduling

Students should consult with program advisors to discuss any deviation from the suggested schedule as it could increase the time to completion.

First Five

EMS 170 ALS Internship I (1cr)
EMS 180 Advanced EMS Foundations (1cr)
EMS 181 Advanced Airway & Shock

90

Management (1cr)

EMS 182 Advanced Airway & 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: 10

Second Semester

EMS 221 Paramedic Cardiovascular Care (3cr)

EMS 222 Paramedic Cardiovascular Care Lab (1cr)

EMS 224 Paramedic Patient Care I Lab (1cr)

EMS 241 Paramedic Internship I (2cr)

Total Credits: 7

Third Semester

EMS 225 Paramedic Patient Care II (5cr)

EMS 226 Paramedic Patient Care II Lab (2cr)

EMS 246 Paramedic Internship II (2cr)

EMS 249 Paramedic Capstone Internship (2cr)

Total Credits: 11

Provide the rationale for proposing this program change.* The Paramedic Career Studies Certificate is being modified due to the removal of the Advanced Emergency Medical Technician CSC from the standard curriculum. This change allows students to earn the certification on the pathway to their degree. Students in this program must be certified EMTs and will be advised to work closely with their program advisors to ensure the successful completion of their program.

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

Curriculum:

This change aligns the Paramedic CSC with the Associate of Applied Science Degree allowing students an opportunity to earn multiple meaningful and stackable credentials. All classes exist in the current AAS so this does not require any changes to the classes offered.

Instructional Load:

This may impact instructional load if students need additional coursework to complete their competencies and may require the final courses to be offered in both Spring and Summer to facilitate student progress to degree.

Scheduling:

The Program Director will work with the Registrar to establish appropriate dynamic dates to ensure adequate lab time and the required completion of competencies before the Capstone

Transferability:

The program is not designed to be transferable, however, this change allows it to be stackable.

Accreditation Impact:

None

ADMINISTRATORS ONLY

Acalog Owner

Health Science Pathway

Program OID 1378

Status ⦿ Active-Visible   ◯ Inactive-Hidden

Steps for Paramedic, Career Studies Certificate-221-146-05

Originator   Status: *Approved*

Participants

✅ **Cheri Maea** 8/21/2024 7:34 PM

▼

Faculty Group   Status: *Approved*

Participants

✅ **Misty Mesimer** 8/22/2024 10:55 AM

✅ **April Morgan** 8/22/2024 12:45 PM

✅ **Tracey Williams** 8/22/2024 12:22 PM

✅ **Samantha Wilson** 8/22/2024 10:33 PM

▼

Department Chair   Status: *Approved*

Participants

✅ **Pamela Bertone** 8/23/2024 8:24 AM

▼

Dean   Status: *Approved*

Participants

✅ **April Morgan** 8/23/2024 9:01 AM

✅ **John Stroffolino** 8/23/2024 8:25 AM

▼

Dean   Status: *Force Approved*

Participants

Eric Earnhardt

Sarah Hall

Cheri Maea

✅ *Tracy Affeldt (System Administrator)*
8/23/2024 9:17 AM

▼

▼

Curriculum Committee

Status: *Approved*

Participants

▲ **Curriculum Committee**
  ✅ **Tracy Affeldt** * 8/28/2024 1:44 PM
  ✅ **Rachel Eaton** * 8/26/2024 11:20 AM

▼

VP of Academic Affairs & Workforce Development

Status: *Approved*

Participants

✅ **Shashuna Gray** 8/28/2024 3:30 PM

▼

Accreditation

Status: *Approved*

Participants

✅ **John Davis** 8/29/2024 8:56 AM

▼

College Board

Status: *Working*

Participants

Lorraine Pendleton

▼

System Admin

Status: *Incomplete*

Participants

Tracy Affeldt

Cheri Maea

Education, AS

2025-2026 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* | Early Childhood Education & Education |

Effective Year:

Term* | Fall | **Year*** | 2025 |

Program Title* Education, AS

Program Type* | Major |

Degree Type* | Associate of Science |

95

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 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.

Education Curriculum Degree Requirements:

Student Development (1cr)

SDV 100 College Success Skills

Written Communication (6cr)

ENG 111 College Composition I
ENG 112 College Composition II

Arts, Humanities & Literature (6cr)

Humanities/Literature/Art - I (3cr) 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 258, ENG 275

Humanities/Literature/Art - II (3cr) Must be from a different category than previous humanities 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 258, ENG 275

Social & Behavioral Sciences (6cr)

Social and Behavioral Sciences (3cr) Any UCGS Social or Behavioral Science ECO 150, ECO 202, GEO 210, GEO 220, PLS 135, PLS 140, PLS 241, PSY 200, SOC 200, SOC 211, SOC 268

Social and Behavioral Sciences (3cr) Choose any UCGS History HIS 101, HIS 102, HIS 111, HIS 112, HIS 121, HIS 122

97

Natural Science (4cr)

UCGS Natural Science (4cr) Choose 1 BIO 101,
BIO 106, GOL 105, GOL 106

Mathematics (3-5 cr)

Math (3-5cr) Any UCGS Math MTH 154, MTH
155, MTH 161, MTH 167, MTH 263

Communication Studies (3cr.)

Communications (3cr) Choose one (1) CST 100
or CST 110

Education (12 cr.)

EDU 200 Foundations of Education
EDU 204 Teaching in a Diverse Society
EDU 207 Human Growth and Development
EDU 250 Foundations of Exceptional Education

General Education - Second Math (3-4cr)

General Education (3-4cr) Elective MTH 154,
MTH 155, MTH 161/167, MTH245, MTH 263

Major Course (Second Science Course) (4-5cr)

Science Elective (4-5cr) Must be from different
category than previous selection UCGS Natural
Science or BIO 141, BIO 142, BIO 145, CHM
241/243, CHM 242/246

Transfer Electives (12 cr.)

Choose up to 12 credit hours to reach the minimum of 60 total credits

Education Elective (3cr) Any UCGS Course ENG, EGR 125, EGR 121-122, EGR 240, ART 121, ART 131, ART 132, ART 223, World Languages, HLT 110, 206, 230, EDU 280, 270, 206, EDU 120/MTH 120, EDU 114-214, ASL 125, PSY 200

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.

2Transfer 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
[Right] or any approved SDV

ENG 111 College Composition I
EDU 200 Foundations of Education
Communications (3cr) Choose one (1) CST 100 or CST 110
Math (3-5cr) Any UCGS Math MTH 154, MTH 155, MTH 161, MTH 167, MTH 263

Total Credits: 13-15

Second Semester

ENG 112 College Composition II

EDU 204 Teaching in a Diverse Society

Education Elective (3cr) Any UCGS Course ENG, EGR 125, EGR 121-122, EGR 240, ART 121, ART 131, ART 132, ART 223, World Languages, HLT 110, 206, 230, EDU 280, 270, 206, EDU 120/MTH 120, EDU 114-214, ASL 125, PSY 200

Humanities/Literature/Art - I (3cr) 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 258, ENG 275

Science Elective (4-5cr) Must be from different category than previous selection UCGS Natural Science or BIO 141, BIO 142, BIO 145, CHM 241/243, CHM 242/246

Total Credits: 16-17

Second Year

Third Semester

EDU 207 Human Growth and Development

Education Elective (3cr) Any UCGS Course ENG, EGR 125, EGR 121-122, EGR 240, ART 121, ART 131, ART 132, ART 223, World Languages, HLT 110, 206, 230, EDU 280, 270, 206, EDU 120/MTH 120, EDU 114-214, ASL 125, PSY 200

Humanities/Literature/Art - II (3cr) Must be from a different category than previous humanities 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 258, ENG 275

Science Elective (4-5cr) Must be from different category than previous selection UCGS Natural Science or BIO 141, BIO 142, BIO 145, CHM 241/243, CHM 242/246

Social and Behavioral Sciences (3cr) Choose any UCGS History HIS 101, HIS 102, HIS 111, HIS 112, HIS 121, HIS 122

Total Credits: 16-17

Fourth Semester

EDU 250 Foundations of Exceptional Education

Education Elective (3cr) Any UCGS Course ENG, EGR 125, EGR 121-122, EGR 240, ART 121, ART 131, ART 132, ART 223, World Languages, HLT 110, 206, 230, EDU 280, 270, 206, EDU 120/MTH 120, EDU 114-214, ASL 125, PSY 200

General Education (3-4cr) Elective MTH 154, MTH 155, MTH 161/167, MTH245, MTH 263

Social and Behavioral Sciences (3cr) Any UCGS Social or Behavioral Science ECO 150, ECO 202, GEO 210, GEO 220, PLS 135, PLS 140, PLS 241, PSY 200, SOC 200, SOC 211, SOC 268

Education Elective IV (3cr) Any UCGS Course ENG, EGR 125, EGR 121-122, EGR 240, ART 121, ART 131, ART 132, ART 223, World Languages, HLT 110, 206, 230, EDU 280, 270, 206, EDU 120/MTH 120, EDU 114-214, ASL 125, PSY 200

Total Credits: 15-16

Provide the rationale for proposing this program change.*
The Education AS is a part of the Transfer Virginia program rewrite and will ensure students who want to pursue a career in Education can take the necessary courses to prepare for transfer to our four-year partners. This parent program has four possible advising pathways: Elementary, Special, Secondary, and Teaching Specializations. This change memorializes the migration from Associate of Arts and Sciences to Associate of Science and incorporates specific classes from the UCGS.

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

Curriculum: The new program will replace existing AA&S Education and AA&S K-8 Education programs but will incorporate courses already in our curriculum.

Instructional Load: There is no anticipated impact on the instructional load.

Scheduling: There is no anticipated impact on the scheduling.

Transferability: This curriculum is designed to transfer to four-year colleges in Virginia. To ensure this, all courses must be on the transfer guides and advisors will help students select electives.

Accreditation Impact: No Impact

ADMINISTRATORS ONLY

Acalog Owner Social Science & Education Pathway

Program OID 1346

Status ● Active-Visible   ○ Inactive-Hidden

Steps for Education, AS

Originator
Status: *Approved*

Participants

✅ **Cheri Maea** 8/20/2024 6:32 AM

▼

Faculty Group
Status: *Restarted*

Participants

Kevin Handley

Kelley Lloyd

Craig Willits

Novel Yi

❚❚ *Tracy Affeldt (System Administrator)*
8/20/2024 9:29 AM

▼

Faculty Group
Status: *Approved*

Participants

✅ **Kevin Handley** 8/20/2024 9:42 AM

✅ **Kelley Lloyd** 8/20/2024 10:48 AM

✅ **Novel Yi** 8/20/2024 9:44 AM

▼

Department Chair
Status: *Approved*

Participants

✅ **Teresa Conour** 8/20/2024 11:33 AM

▼

Dean
Status: *Approved*

Participants

✅ **Eric Earnhardt** 8/20/2024 1:46 PM

▼

Status: *Approved*

Dean

Participants

- ✅ **Eric Earnhardt** 8/20/2024 1:49 PM
- ✅ **Sarah Hall** 8/20/2024 2:03 PM
- ✅ **Cheri Maea** 8/20/2024 1:55 PM

▼

Curriculum Committee

Status: *Approved*

Participants

▲ **Curriculum Committee**
   August 2024
- ✅ **Tracy Affeldt** * 8/28/2024 1:44 PM
- ✅ **Rachel Eaton** * 8/26/2024 11:20 AM

▼

VP of Academic Affairs & Workforce Development

Status: *Approved*

Participants

- ✅ **Shashuna Gray** 8/28/2024 3:30 PM

▼

Accreditation

Status: *Approved*

Participants

- ✅ **John Davis** 8/29/2024 3:05 PM

▼

College Board

Status: *Working*

Participants

   Lorraine Pendleton

▼

System Admin

Status: *Incomplete*

Participants

   Tracy Affeldt

   Cheri Maea

Advanced Emergency Medical Technician (EMT), CSC - 221-146-08

Program Deactivate

General Catalog Information

Read before you begin

Select *Program* below, unless deactivating/deleting 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.

Department* Emergency Medical Services

Effective Year:

Term* Fall   **Year*** 2025

Program Title* Advanced Emergency Medical Technician (EMT), CSC - 221-146-08

Status ● Active-Visible   ◯ Inactive-Hidden

Program Type* Career Studies Certificate

Degree Type* Career Studies Certificate Program

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 Services Emergency Medical Technician.

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 an EMT 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 assignments in EMS 120.

Prospective Curriculum *

Program Requirements

EMS 111 Emergency Medical Technician
[Right] and EMS 120

[After] and/or Current National Registry or VAOEMS EMT Certification

HLT 105 Cardiopulmonary Resuscitation
EMS 121 Preparatory Foundations
EMS 123 EMS Clinical Preparation
EMS 125 Basic Pharmacology
EMS 126 Basic Pharmacology Lab
EMS 127 Airway, Shock, and Resuscitation
EMS 128 Airway, Shock, and Resuscitation Lab
EMS 135 Emergency Medical Care
EMS 136 Emergency Medical Care Lab
EMS 137 Trauma Care
EMS 138 Trauma Care Lab
EMS 175 Paramedic Clinical Experience I

Total Minimum Credits: 24

Provide the rationale for deactivating this program. *

This program is embedded in the Paramedic CSC and is largely intended for current EMTs who serve as volunteers. Due to gainful employment changes, this certification will be offered after the first semester of the Paramedic CSC. Students will be able to complete the assessment through the Germanna testing center.

Impact of Deactivating this program (Please describe if there is an impact)

Curriculum:

Courses are embedded in the Paramedic CSC - no impact. The Program Director is working on the plan for students who took the classes with the previous course numbers and will provide an academic plan for students and advisors to follow.

Instructional Load:

No Impact

Scheduling:

No Impact

Transferability:

Not applicable

Accreditation Impact:

No Impact

ADMINISTRATORS ONLY

Acalog Owner

Health Science Pathway

Program OID 884

Steps for Advanced Emergency Medical Technician (EMT), CSC - 221-146-08

Faculty Group   Status: *Approved*

Participants

- ✅ **Misty Mesimer** 8/20/2024 1:21 PM
- ✅ **April Morgan** 8/20/2024 11:29 AM
- ✅ **Tracey Williams** 8/20/2024 9:01 AM
- ✅ **Samantha Wilson** 8/20/2024 2:35 PM

Department Chair   Status: *Approved*

Participants

- ✅ **Pamela Bertone** 8/21/2024 8:41 AM

Dean   Status: *Approved*

Participants

- ✅ **April Morgan** 8/21/2024 9:42 AM
- ✅ **John Stroffolino** 8/21/2024 8:46 AM

Dean   Status: *Approved*

Participants

- ✅ **Eric Earnhardt** 8/21/2024 10:32 AM
- ✅ **Sarah Hall** 8/21/2024 10:23 AM
- ✅ **Cheri Maea** 8/21/2024 10:26 AM

Admin   Status: *Approved*

Participants

- ✅ **Tracy Affeldt** 8/21/2024 11:08 AM
- ✅ **Cheri Maea** 8/21/2024 10:59 AM

Curriculum Committee

Status: *Approved*

Participants

▲ **Curriculum Committee**
　　August 2024
　　✅ **Tracy Affeldt** * 8/28/2024 1:44 PM
　　✅ **Rachel Eaton** * 8/26/2024 11:20 AM

▼

VP of Academic Affairs & Workforce Development

Status: *Approved*

Participants

✅ **Shashuna Gray** 8/28/2024 3:30 PM

▼

Accreditation

Status: *Approved*

Participants

✅ **John Davis** 8/29/2024 3:05 PM

▼

College Board

Status: *Working*

Participants

Lorraine Pendleton

▼

System Admin

Status: *Incomplete*

Participants

Tracy Affeldt

Cheri Maea

Emergency Medical Technician (EMT), CSC - 221-146-01

Program Deactivate

General Catalog Information

Read before you begin

Select *Program* below, unless deactivating/deleting 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.

Department* [Emergency Medical Services]

Effective Year:

Term* [Fall]   **Year*** [2025]

Program Title* Emergency Medical Technician (EMT), CSC - 221-146-01

Status ⦿ Active-Visible   ◯ Inactive-Hidden

Program Type* [Career Studies Certificate]

Degree Type* [Career Studies Certificate Program]

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 Services Emergency Medical Technician.

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 an EMT 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 assignments in EMS 120.

Prospective Curriculum *

Emergency Medical Technician Curriculum:

Program Requirements/Suggested Scheduling

HLT 105 Cardiopulmonary Resuscitation
[Right] 1

EMS 111 Emergency Medical Technician
EMS 120 Emergency Medical Technician-Clinical
BIO 141 Human Anatomy and Physiology I
ENG 111 College Composition I

Total Minimum Credits: 16

[1] An in-date healthcare provider CPR credential is an approved substitute.

Provide the rationale for deactivating this program. *

The EMT CSC does not meet the gainful education requirements and must be discontinued. Students can still pursue the courses on the credit side by enrolling in the EMS AAS.

Impact of Deactivating this program (Please describe if there is an impact)

Curriculum: The EMT courses in the program will be moved to the Workforce program, students will complete the same instruction and then sit for the certification exam.

Instructional Load: Current instructors will be used to teach the workforce sections.

Scheduling: No Impact - will co-sit any credit and workforce students together. Dual Enrollment students can pursue using the credit course or the workforce model depending on the preference of the High School.

Transferability: Not Applicable

Accreditation Impact: No Impact

ADMINISTRATORS ONLY

Acalog Owner
> Health Science Pathway

Program OID 877

Steps for Emergency Medical Technician (EMT), CSC - 221-146-01

Faculty Group

Status: *Approved*

Participants

✅ **Misty Mesimer** 8/20/2024 1:21 PM

✅ **April Morgan** 8/20/2024 11:29 AM

✅ **Tracey Williams** 8/20/2024 9:01 AM

✅ **Samantha Wilson** 8/20/2024 2:35 PM

Department Chair

Status: *Approved*

Participants

✅ **Pamela Bertone** 8/21/2024 8:41 AM

Dean

Status: *Approved*

Participants

✅ **April Morgan** 8/21/2024 9:42 AM

✅ **John Stroffolino** 8/21/2024 8:46 AM

Dean

Status: *Approved*

Participants

✅ **Eric Earnhardt** 8/21/2024 10:30 AM

✅ **Sarah Hall** 8/21/2024 10:23 AM

✅ **Cheri Maea** 8/21/2024 10:26 AM

Admin

Status: *Approved*

Participants

✅ **Tracy Affeldt** 8/21/2024 11:08 AM

✅ **Cheri Maea** 8/21/2024 10:59 AM

Curriculum Committee

Participants

▲ **Curriculum Committee**
    August 2024
    ✅**Tracy Affeldt** * 8/28/2024 1:44 PM
    ✅**Rachel Eaton** * 8/26/2024 11:20 AM

VP of Academic Affairs & Workforce Development

Status: *Approved*

Participants

    ✅**Shashuna Gray** 8/28/2024 3:30 PM

Accreditation

Status: *Approved*

Participants

    ✅**John Davis** 8/29/2024 3:05 PM

College Board

Status: *Working*

Participants

    Lorraine Pendleton

System Admin

Status: *Incomplete*

Participants

    Tracy Affeldt

    Cheri Maea

Healthcare Technician, Career Studies Certificate-221-157-04

Program Deactivate

General Catalog Information

Read before you begin

Select *Program* below, unless deactivating/deleting 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.

Department*
Health Care Technician Department

Effective Year:

Term* Fall   **Year*** 2024

Program Title* Healthcare Technician, Career Studies Certificate-221-157-04

Status 🔘 Active-Visible   ⚪ Inactive-Hidden

Program Type*
Career Studies Certificate

Degree Type*
Career Studies Certificate Program

Program Description*

Purpose: This curriculum is designed to provide skills and knowledge to prepare the student to take the certification test for becoming a certified Nurse Aide in Virginia.

Occupational Objective: Upon completion of this curriculum and certification by the Virginia Board of Nursing, individuals will be eligible for employment in a variety of 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 request or be required to enroll in prerequisite or corequisite math and/or English courses. Admission requirements include high school graduation or GED, demonstrated competency in Math (MDE 10 eligible), and direct placement in ENG 111 with or without corequisite support. Students who desire progression into any other advancing levels of nursing should qualify for MTH 154 or higher with or without corequisite support.

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 nurse aide 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 assignments in HCT 101 and HCT 102. Prior to the onset of the first clinical session, the student must provide evidence of a criminal history report and all applicable credentials for review. Applicants are responsible for fees associated with this report.

Healthcare Technician Curriculum:

Program Requirements

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

HLT 143 Medical Terminology I
[Right] or ITE 152

PSY 230 Developmental Psychology
HCT 101 Health Care Technician I
HCT 102 Health Care Technician II
HCT 115 Medication Administration Training

Total Minimum Credits: 17

1 HCT 101 and HCT 102 must be taken during the same semester. A student may choose to take only HCT 101 and HCT 102 and upon completion of these two courses, be a candidate to take the Nurse Aide in Virginia certification test. Students who complete HCT 101 and HCT 102 will be eligible to enroll in HCT 115. Students who successfully complete HCT 115 are eligible to be a candidate to take the Medication Aide Certification test. Students who choose this route will not receive the career studies certificate. However, students who are planning to explore career ladder opportunities to become a LPN or RN are advised to complete the Healthcare Technician Career Study Certificate courses.

Suggested Scheduling:

First Semester

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

PSY 230 Developmental Psychology

PSY 230 Developmental Psychology
HLT 143 Medical Terminology I
[Right]
or ITE 152

Total Credits: 7

Second Semester

HCT 101 Health Care Technician I
HCT 102 Health Care Technician II
HCT 115 Medication Administration Training

Total Credits: 10

Provide the rationale for deactivating this program.* This program is being deactivated due to changes in Gainful employment regulations. All courses will be absorbed in the Health Professions Preparation to ensure students will continue to have an opportunity to take the course leading to the Certified Nurse Aide certification program and prepare for adding stackable credentials if they decide to return for further education.

Impact of Deactivating this program (Please describe if there is an impact)

Curriculum: There will be no impact on the current curriculum, the current courses will still be offered in a credit program and new opportunities in the Workforce are being explored.

Instructional Load: No change in workload is anticipated.

Scheduling: No change to schedule is anticipated

Transferability: This program is not designed for transfer, however, it can be used as part of our stackable credential offerings in the Health Sciences division.
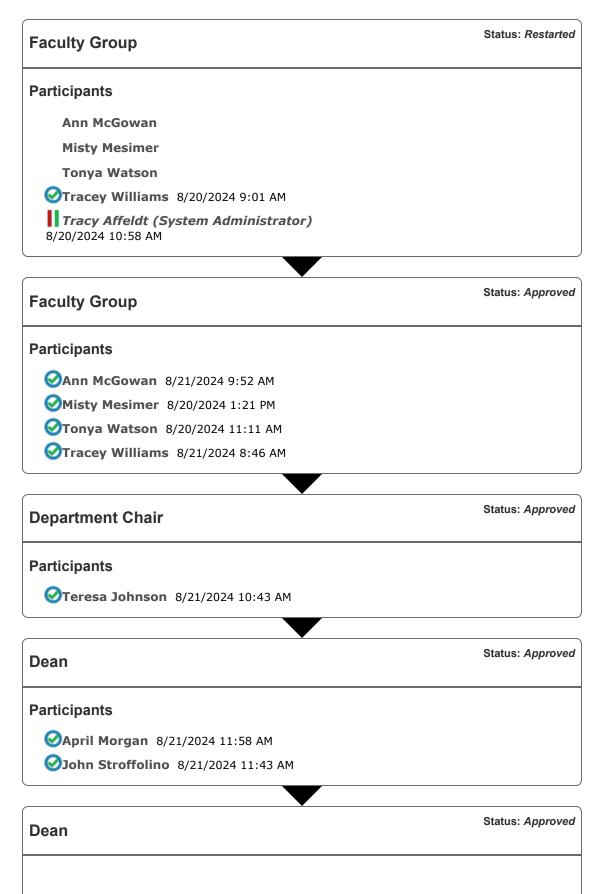
Accreditation Impact: No impact.

118

Acalog Owner
Health Science Pathway

Program OID 819

Steps for Healthcare Technician, Career Studies Certificate-221-157-04

Faculty Group

Status: _Restarted_

Participants

    Ann McGowan

    Misty Mesimer

    Tonya Watson

    ✅**Tracey Williams** 8/20/2024 9:01 AM

    🟥_**Tracy Affeldt (System Administrator)**_
8/20/2024 10:58 AM

▼

Faculty Group

Status: _Approved_

Participants

    ✅**Ann McGowan** 8/21/2024 9:52 AM

    ✅**Misty Mesimer** 8/20/2024 1:21 PM

    ✅**Tonya Watson** 8/20/2024 11:11 AM

    ✅**Tracey Williams** 8/21/2024 8:46 AM

▼

Department Chair

Status: _Approved_

Participants

    ✅**Teresa Johnson** 8/21/2024 10:43 AM

▼

Dean

Status: _Approved_

Participants

    ✅**April Morgan** 8/21/2024 11:58 AM

    ✅**John Stroffolino** 8/21/2024 11:43 AM

▼

Dean

Status: _Approved_

Participants

✅ **Eric Earnhardt** 8/21/2024 12:13 PM

✅ **Sarah Hall** 8/21/2024 1:06 PM

✅ **Cheri Maea** 8/21/2024 1:24 PM

▼

Admin

Status: *Approved*

Participants

✅ **Tracy Affeldt** 8/21/2024 2:57 PM

✅ **Cheri Maea** 8/21/2024 1:24 PM

▼

Curriculum Committee

Status: *Approved*

Participants

▲ **Curriculum Committee**
  August 2024

✅ **Tracy Affeldt** * 8/28/2024 1:44 PM

✅ **Rachel Eaton** * 8/26/2024 11:20 AM

▼

VP of Academic Affairs & Workforce Development

Status: *Approved*

Participants

✅ **Shashuna Gray** 8/28/2024 3:30 PM

▼

Accreditation

Status: *Approved*

Participants

✅ **John Davis** 8/29/2024 3:06 PM

▼

College Board

Status: *Working*

Participants

Lorraine Pendleton

▼

System Admin

Status: *Incomplete*

Participants

    Tracy Affeldt

    Cheri Maea

Health Sciences

2025-2026 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* `Nursing Department`

Effective Year:

Term* `Fall`   **Year*** `2025`

Program Title* Health Sciences

Program Type* `Major`

Degree Type* `Associate of Science`

Program Description*

Purpose: This two-year degree prepares students to transfer to a four-year college and major in a health sciences program. This degree is not intended for students who are interested in attending medical or dental school.

PROGRAM OUTCOMES: Upon Completion of this program, students will be expected to demonstrate an intermediate level of competency in the following skills:

- Demonstrate a fundamental understanding of introductory concepts related to human anatomy and physiology.
- Explain the general characteristics of microorganisms and their relationships to individual and community health.
- Evaluate and communicate the relationship among nutrition, human development, and lifestyle on disease prevention.
- Interpret medical terms and abbreviations.
- Apply quantitative skills relevant to future practitioners in health science careers.

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 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*

Health Sciences Degree Requirements:

Student Development (1cr)

SDV 100 Student Development (1cr)

Written Communication (6cr)

ENG 111 English Composition I (3cr)
ENG 112 English Composition II (3cr)

Social and Behavioral Sciences (6cr)

Social and Behavioral Sciences (3cr) Any UCGS Non History Social or Behavioral Science ECO 150, ECO 202, GEO 210, GEO 220, PLS 135, PLS 140, PLS 241, PSY 200, SOC 200, SOC 211, SOC 268

Social and Behavioral Sciences (3cr) Choose any UCGS History HIS 101, HIS 102, HIS 111, HIS 112, HIS 121, HIS 122

Lab Science (8cr)

Lab Science (4cr) Choose One (1) BIO 101, CHM 101, CHM 111

Science Elective II (4cr) BIO 101, BIO 102, CHM 111 or CHM 112

Humanities, Literature and Art (6cr)

Humanities/Literature/Art 3 credits from Art of Humanities ART 100, ART 101, ART 102, MUS 121, HUM 201, HUM 202, HUM 210, HUM 220, HUM 259, PHI 100, PHI 111, PHI 220, REL 100

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
humanities 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
258, ENG 275

Math (3-4cr)

Math (3-4cr) Choose 1 MTH 155, MTH 161, MTH
245 or MTH 263

Communications (3cr)

Communications (3cr) Choose one (1) CST 100
or CST 110

Major Courses (12cr)

BIO 141 Human Anatomy and Physiology I
(4cr)
BIO 142 Human Anatomy and Physiology II
(4cr)
BIO 150 Introductory Microbiology (4cr)

Health Electives(6cr)

Health Elective I (3cr)
Health Elective II (3cr)

Transfer Electives (9cr)

Computer Competency or Transfer Elective
Suggested (ITE 152) (3cr)
Transfer Elective I Suggested (PSY 230) (3cr)
Transfer Elective II Health Sciences (3cr)

Total Minimum Credits: 60

Suggested Scheduling:

First Year

First Five

SDV 100 Student Development (1cr)

ENG 111 English Composition I (3cr)

Computer Competency or Transfer Elective Suggested (ITE 152) (3cr)

Lab Science (4cr) Choose One (1) BIO 101, CHM 101, CHM 111

Humanities/Literature/Art 3 credits from Art of Humanities ART 100, ART 101, ART 102, MUS 121, HUM 201, HUM 202, HUM 210, HUM 220, HUM 259, PHI 100, PHI 111, PHI 220, REL 100, REL 230, REL 237, REL 240

Total Credits:14

Second Semester

ENG 112 English Composition II (3cr)

BIO 141 Human Anatomy and Physiology I (4cr)

Health Elective I (3cr)

Social and Behavioral Sciences (3cr) Choose any UCGS History HIS 101, HIS 102, HIS 111, HIS 112, HIS 121, HIS 122

Science Elective II (4cr) BIO 101, BIO 102, CHM 111 or CHM 112

Total Credits: 17

Total Credits: 17

Second Year

Third Semester

Math (3-4cr) Choose 1 MTH 155, MTH 161, MTH 245 or MTH 263

BIO 142 Human Anatomy and Physiology II (4cr)

Social and Behavioral Sciences (3cr) Any UCGS Non History Social or Behavioral Science ECO 150, ECO 202, GEO 210, GEO 220, PLS 135, PLS 140, PLS 241, PSY 200, SOC 200, SOC 211, SOC 268

Transfer Elective II Health Sciences (3cr)

Humanities/Literature/Art - 3 Credits Must be from a different category than previous humanities 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 258, ENG 275

Total Credits: 16

Fourth Semester

BIO 150 Introductory Microbiology (4cr)

Transfer Elective I Suggested (PSY 230) (3cr)

Transfer Elective II Health Sciences (3cr)

Communications (3cr) Choose one (1) CST 100 or CST 110

Total Credits: 13

Provide the rationale for proposing this new program. *   The Health Science AS is a part of the Transfer Virginia program rewrite and will ensure students who want to pursue a career in Health Sciences can take the necessary courses to prepare for transfer to our four-year partners. The general health science and transfer electives can be completed by specific courses and credit for prior learning that will allow for advising pathways in the future.

Impact of New Program (Please describe if there is an impact)
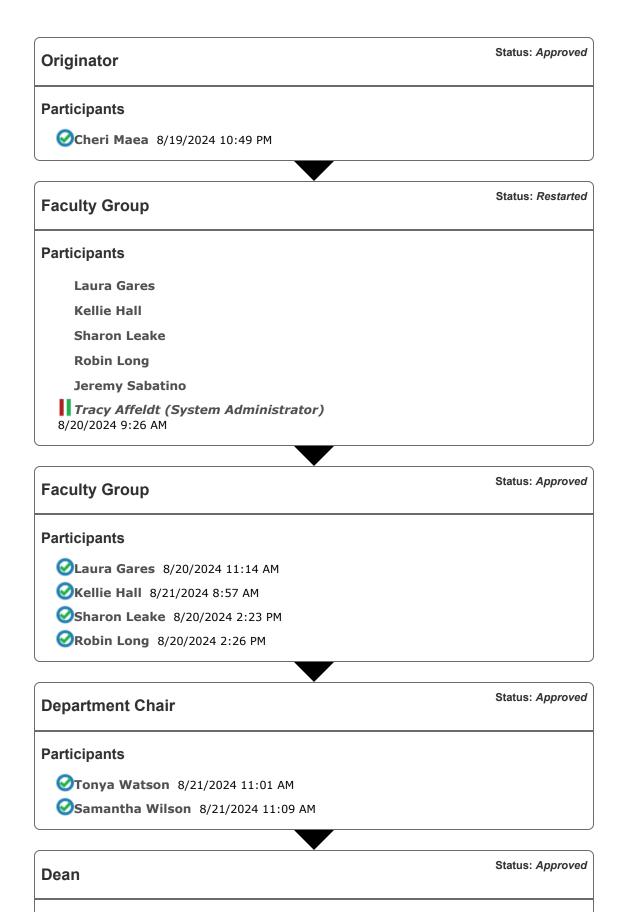
Curriculum: The new program will replace existing General Studies - Pre-BSN program and will allow for more generalized Health Science Transfer preparation.

Instructional Load: There is no anticipated impact on the instructional load.

Scheduling: There is no anticipated impact on the scheduling.

Transferability: This curriculum is designed to transfer to four-year colleges in Virginia. To ensure this, all courses must be on the transfer guides and advisors will help students select electives.

Accreditation Impact: No impact to accreditation.

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

ADMINISTRATORS ONLY

Acalog Owner   [Health Science Pathway]
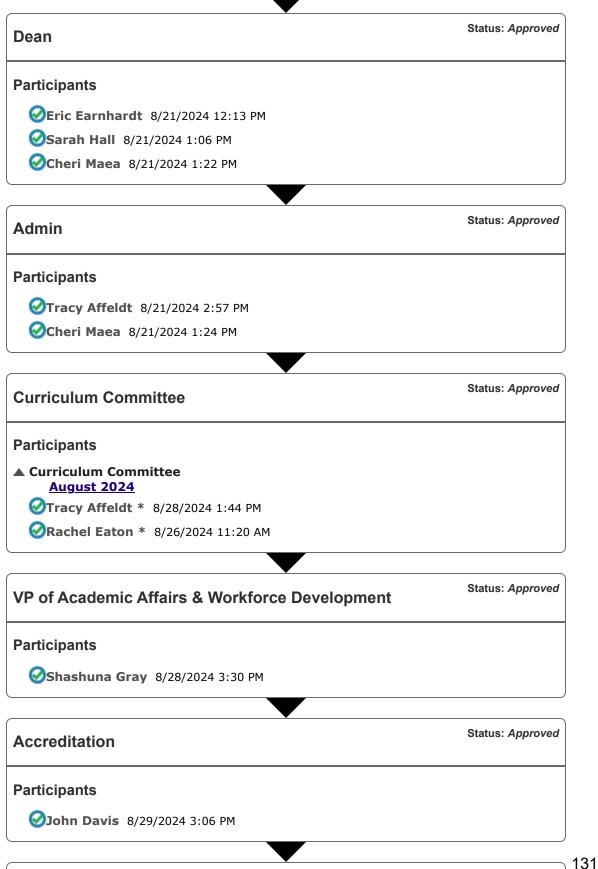
Status   ⦿ Active-Visible   ◯ Inactive-Hidden

Steps for Health Sciences

Originator
Status: *Approved*

Participants

✅ **Cheri Maea** 8/19/2024 10:49 PM

▼

Faculty Group
Status: *Restarted*

Participants

Laura Gares

Kellie Hall

Sharon Leake

Robin Long

Jeremy Sabatino

🚩 *Tracy Affeldt (System Administrator)*
8/20/2024 9:26 AM

▼

Faculty Group
Status: *Approved*

Participants

✅ **Laura Gares** 8/20/2024 11:14 AM

✅ **Kellie Hall** 8/21/2024 8:57 AM

✅ **Sharon Leake** 8/20/2024 2:23 PM

✅ **Robin Long** 8/20/2024 2:26 PM

▼

Department Chair
Status: *Approved*

Participants

✅ **Tonya Watson** 8/21/2024 11:01 AM

✅ **Samantha Wilson** 8/21/2024 11:09 AM

▼

Dean
Status: *Approved*

Participants

- ✅ **April Morgan** 8/21/2024 12:00 PM
- ✅ **John Stroffolino** 8/21/2024 11:43 AM

Dean

Participants

- ✅ **Eric Earnhardt** 8/21/2024 12:13 PM
- ✅ **Sarah Hall** 8/21/2024 1:06 PM
- ✅ **Cheri Maea** 8/21/2024 1:22 PM

Admin

Status: *Approved*

Participants

- ✅ **Tracy Affeldt** 8/21/2024 2:57 PM
- ✅ **Cheri Maea** 8/21/2024 1:24 PM

Curriculum Committee

Status: *Approved*

Participants

▲ **Curriculum Committee**
   August 2024
- ✅ **Tracy Affeldt** * 8/28/2024 1:44 PM
- ✅ **Rachel Eaton** * 8/26/2024 11:20 AM

VP of Academic Affairs & Workforce Development

Status: *Approved*

Participants

- ✅ **Shashuna Gray** 8/28/2024 3:30 PM

Accreditation

Status: *Approved*

Participants

- ✅ **John Davis** 8/29/2024 3:06 PM

131

Status: *Working*

College Board

Participants

Lorraine Pendleton

System Admin

Status: *Incomplete*

Participants

Tracy Affeldt

Cheri Maea

GERMANNA EDUCATIONAL FOUNDATION

Special thanks to **David Swanson and Paul Griggs** for their efforts to produce financial statements and reports to the GCCEF finance committee.

Special shout out to **Frankie Gilmore** and **Ann Marie Anderson** for planning the Honoring our Roots Celebration. We invite over 100 former College and Foundation Board Members to the special reception following the board meeting.

EMERGENCY FUNDS

Helped **109 students** with up to $600 each in **Gossweiler Emergency Grants** in Fall 2023 (66) and Spring 2024 (43)

GERMANNA
COMMUNITY COLLEGE

Gossweiler Emergency Fund Uses

- Child Care Costs
- Utilities
- Medical Bills
- Housing
- Transportation
- Credentials/ Testing

Since the summer, we have assisted **39 students** with emergency financial requests.

Dates to Remember:

September 24th, 2024 – Foundation Board Meeting and Reception – 5:00 p.m. to 7 p.m.

October 1st, 2024 – Tour of the Stafford County Center (at Center Street) – 5:00 p.m. to 7 p.m.

October 3rd, 2024 – GIVE DAY – 7:00 a.m. to midnight! **Germanna.edu/giveday**

November 21st, 2024 – Thank You Reception – Stevenson Ridge – 6:00 p.m. – 8:30 p.m.

FOUNDATION HIGHLIGHTS

GERMANNA
EDUCATIONAL
FOUNDATION

INVESTMENT ACTIVITY

- $523K increase due to investment performance
- $104K increase due to donor activity
- $200K (net) invested from bank balances

Account	Beginning	Net Deposits (Withdrawals)	Interest & Dividends	Realized Gains	Unrealized Gains	Fees	Ending Balance
Janney Capital Management Fixed Income-MJO	5	-	0	-	-	-	5
London Company - TMA	3,106,431	241,055	44,543	50,759	29,132	(21,945)	3,449,975
Blackrock -TMA	4,342,875	240,000	28,335	193,338	205,567	(34,305)	4,975,810
Stock Gift Clearing	61,513	(51,991)	937	192		-	10,651
Janney Capital Management Fixed Income	4,550,799	319,983	92,052	(2,393)	(38,803)	(37,849)	4,883,789
Vanguard Money Market-MJO	567,573	(445,000)	13,446	-	-	-	136,019
	12,629,195	**304,047**	**179,313**	**241,896**	**195,896**	**(94,099)**	**13,456,248**

PROGRAM HIGHLIGHTS

Acct. No.	Account Description	2024 YTD	2023	2022
1-1-70000	Scholarships	262,704.37	747,289.66	615,516.67
2-1-70000	Scholarships	187,068.26	81,414.53	381,704.25
2-1-63540	Food Supplies/Gas Card/Delivery	6,997.86	9,149.46	12,408.40
1-1-65310	Distribution From Emergency Fund	4,299.37	2,026.50	4,807.48
2-1-65310	Distribution From Emergency Fund	54,754.18	74,423.16	62,744.26
2-2-65310	Distribution From Emergency Fund	-	1,768.56	600.00
		515,824.04	**916,071.87**	**1,077,781.06**

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CENTER STREET CONSTRUCTION STATUS

Pay Application	Through	Amount		Contract Amount	
1	1/31/2024	547,292.57		Original	5,770,932.00
2	2/29/2024	836,025.30		Change Orders	167,630.51
3	3/31/2024	313,613.89			
4	4/30/2024	763,181.50			**5,938,562.51**
5	5/31/2024	860,610.26			
6	6/30/2024	1,148,885.91			
7	7/31/2024	721,967.88			
Total Invoices through 7/31/24		**5,191,577.31**		**Balance to Finish**	**746,985.20**

- The College provided nearly $3.7M in January toward the construction costs:

Source	Amount
Fund 10319 Parked WF	1,703,825
Stafford County Maintenance Reserves	1,550,000
State workforce grant	436,000
Total	**3,689,825**

- The College has also initiated procurements totaling nearly $3M for IT services, equipment, and furniture for Center Street

GERMANNA
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FOUNDATION

GERMANNA
OFFICE OF
HUMAN RESOURCES

September 2024

GERMANNA
COMMUNITY COLLEGE

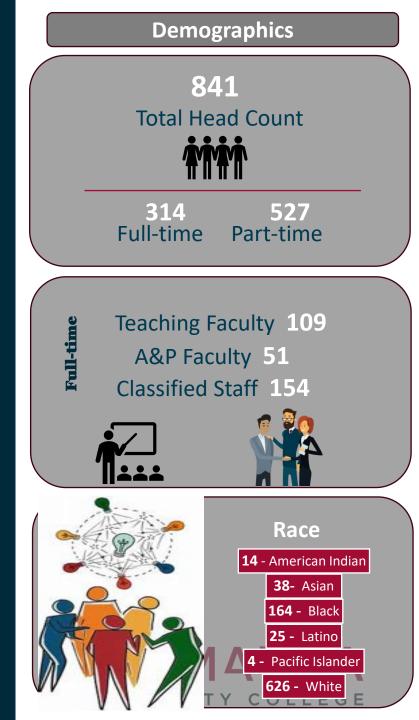# TALENT ACQUISITION & RETENTION

- **296 new hires since July 1, 2023**

- **33 active new hire search committees**

- **Currently advertised employment opportunities**
  - 4 full-time classified and hourly wage
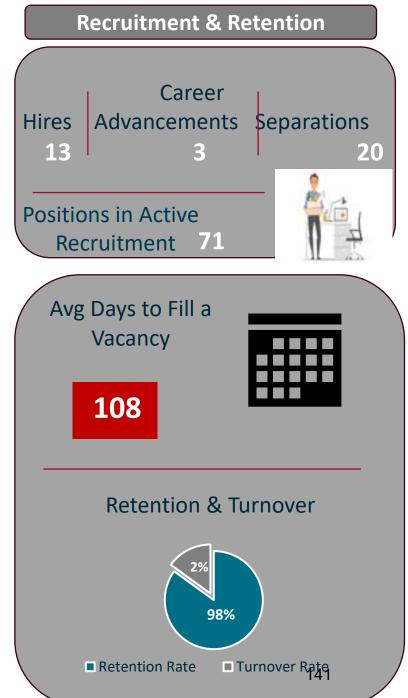 - 2 full-time faculty
  - 37 part-time adjunct faculty

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HR OPERATIONS

- Issued 269 contracts to full and part-time teaching faculty for the 2024 Fall semester

- Launched a supervisor training series "HR Hour."
  - First topic covered was *Workplace Accommodations.*
  - Up next is *Performance Management: The Classified Employee Evaluation Process.*

- Developed a monthly HR Executive Dashboard

GERMANNA
COMMUNITY COLLEGE

Demographics

841
Total Head Count

314 Full-time   **527** Part-time

Full-time
Teaching Faculty **109**
A&P Faculty **51**
Classified Staff **154**

Race
14 - American Indian
38 - Asian
164 - Black
25 - Latino
4 - Pacific Islander
626 - White

EXECUTIVE SUMMARY DASHBOARD

GERMANNA HUMAN RESOURCES

July

Special Abilities **27**   Veterans **67**

Languages Spoken = **11**

Other

Professional Development

3550+ Hours Taken

$ Educational Aid Payments Made **$26,222**

Incentives Awarded **$77,250**

Recruitment & Retention

Hires	Career Advancements	Separations
13	3	20

Positions in Active Recruitment **71**

Avg Days to Fill a Vacancy

108

Retention & Turnover

2%
98%

■ Retention Rate □ Turnover Rate

EMPLOYEE TUITION ASSISTANCE

- For FY 2023-2024:

  - Issued $167,094 for 56 awards to faculty and staff in educational aid for the pursuit of undergraduate and graduate degrees.

  - A total of 222 credit hours was taken by faculty and staff for continuous learning of classes offered by Germanna. This constitutes a value of $35,500 in tuition.

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COMMUNITY COLLEGE

PROFESSIONAL DEVELOPMENT

- Verified 315 faculty and staff completed professional development requirements

  - $250 incentive bonus disbursed for completion of hours ($79k)

  - A tracking system is used to document professional development activities

  - Over 3,550 hours of professional development was reported for fiscal year 2023-2024

GERMANNA
COMMUNITY COLLEGE

![Virginia's Community Colleges logo]

Accelerate Opportunity in Virginia

Strategic Plan Metrics & Definitions

Overarching Strategic Goal:

Award 300,000 cumulative meaningful credentials by 2030 across all regions through accelerated access and success for every student.

Cumulative Meaningful Credentials: All degrees, diplomas, certificates, career studies certificates awarded and Fast Forward credentials reported within the academic year. Baseline: AY 2021.

Objective #1: Developing Virginia's Talent

Provide all students with the knowledge, skills, credentials, and degrees necessary to thrive in dynamic and emerging 21st century careers.

Metrics:

1.1 Provide 12,500 cumulative meaningful postsecondary credentials to dual and concurrently enrolled students prior to high school graduation by 2030. *

1.2 Increase percentage of FastForward completers to 95% annually by 2030.

1.3 Increase percentage of FastForward credential awards to 75% annually by 2030.

1.4 Increase VCCS annual graduates in regionally high demand fields employed by 6,000 by 2030.*

1.5 Increase graduates entering industries with the highest job growth in Virginia to 40% by 2030.

1.6 Increase the percentage of VCCS graduates who achieve upward mobility in Virginia to 50% by 2030.

Definitions:

Concurrently enrolled students: Students currently enrolled in high school who are enrolled in college level courses for both college and high school credit attending courses at a community college. Baseline FY 2023 (July 1, 2022-June 30, 2023) will be compared to final year FY 2030 (July 1, 2029-June 30, 2030) for FastForward courses.

Dual enrolled students: Students currently enrolled in high school who are enrolled in college level courses for both college and high school credit attending courses at a high school. Baseline FY 2023(July 1, 2022-June 30, 2023) will be compared to final year FY 2030 (July 1, 2029-June 30, 2030) for FastForward courses.

Cumulative meaningful post-secondary credentials: Total number of degrees, certificates, CSCs, diplomas awarded, and FastForward Credentials earned by concurrently enrolled students between July 1, 2023-June 30, 2030.

FastForward completer: Student who receives a passing grade in a specific FastForward course. Baseline FY 2023(July 1, 2022-June 30, 2023) will be compared to final year FY 2030 (July 1, 2029-June 30, 2030)

FastForward credential award: Credential earned based on a specific FastForward course training. Reported by student after completion of FastForward course. Baseline FY 2023(July 1, 2022-June 30, 2023) will be compared to final year FY 2030 (July 1, 2029-June 30, 2030) comparing percentage of completers to percentage reporting earning a credential.

Regionally aligned high demand fields: Programs identified as high demand based on labor market data by GO Virginia region as part of 2024 Workforce Expansion Initiative.

Industries with the highest job growth in Virginia: As identified by the Virginia Office of Education Economics (VOEE) (https://voee.org/the-virginia-board-of-workforce-developments-high-demand-occupations-list/).

Upward mobility in Virginia: As defined in the 2023 Six-Year Plan Fact Packs, earnings greater than 200% of the federal poverty level (5-yrs post-grad) for the average family size for a 25-29 year old +estimated annual student loan payment. See fact pack definition below:

1. Wages for Virginians ages 25+ with no more than a high school diploma or equivalent; wages defined as wages, salary, Armed Forces pay, commissions, tips, piece-rate payments, and cash bonuses earned before deductions were made for taxes, bonds, pensions, union dues, etc....and net income from self-employment."; 2020 includes 5-year estimates due to COVID-data disruption 2. Upward mobility defined as earnings greater than 200% of the federal poverty level (5-yrs post-grad) for the average family size for a 25-29 yr old + estimated annual student loan payment; all other schools H=16,805; lower income undergraduates defined as those coming from households at 0-200% of the federal poverty level (income data drawn from FAFSA.

Note: Years represent median wage 3 years post grad in VA of students who graduated in the year combined and students who graduated in the 4 previous years with wages adjusted for inflation to the most recent year of wages, in order to allow for reporting at the program-level; only includes wage data from VA from employers covered under state unemployment insurance

Source: SCHEV data calculation and extract, April 2023; US Census Bureau

Objective #2: Reaching More Virginians

Integrate systemwide and college communications to expand the talent pipeline for Virginia employers.

Metrics:

2.1 Increase cumulative enrollment in regionally aligned high demand fields by 20,000 students by 2030.*

2.2 Increase the annual number of students enrolled in FastForward by 20% by 2030.*

2.3 Increase annual application yield for Black, Hispanic, and Indigenous students to 66% by 2030.

2.4 Increase the annual number of working age adults enrolled by 14,000 by 2030.

2.5 Increase the percentage of military affiliated students to 15% of annual credit headcount by 2030.

2.6 Increase annual number of incarcerated students enrolled by 25% by 2030.

Definitions:

Cumulative enrollment: Total headcount of students, including program-placed credit and dual enrolled students and Fast Forward students between July 1, 2023 - June 30, 2030 .

Regionally aligned high demand fields: Programs identified as high demand based on labor market data by GO Virginia region as part of 2024 Workforce Expansion Initiative.

Annual number of Fast Forward students: headcount of unique students enrolled in Fast Forward courses beginning between July 1 and June 30 of a given year. Baseline FY 2023(July 1, 2022-June 30, 2023) will be compared to final year FY 2030 (July 1, 2029-June 30, 2030).

Annual application yield: Percentage of unique students who are admitted as new or returning students during Summer, Spring and Fall who enroll in at least one course and receive a grade during any term of that academic year. Baseline FY 2023 (Summer, Fall, Spring) will be compared to final year FY 2030 (Summer, Fall, Spring).

Working age adults: Students who are between 25 and 65 years of age during a given year. Baseline FY 2023 (Summer, Fall, Spring) will be compared to final year FY 2030 (Summer, Fall, Spring).

Military affiliated students: Students who self-identified as being active, reserve, veteran, retired, military spouse or military dependent on VCCS admissions application.

Incarcerated students: students who are enrolled in VCCS courses in carceral settings.

Objective #3: Delivering Education to Today's Learners

Support educational excellence and equity in student success through the development of a world-class cadre of diverse employees focused on equity-minded principles and practices and access to high impact instructional practices.

Metrics:

3.1. Increase the number of diverse full-time faculty and staff by 5% by 2030.
3.2. Increase the number of full-time faculty engaged in professional development opportunities to broaden understanding of relevant emerging topics for student success by 50% by 2030.
3.3. All colleges will offer shortened sessions for courses included in the Passport and Uniform Certificate of General Studies (UCGS) by 2030.
3.4. All courses required by the Passport and UCGS will be available online asynchronously every semester by 2030.
3.5. Increase annual online headcount by 8,000 students by 2030.

Definitions:

Diverse populations: Race ethnicity as reported in IPEDS

Professional development opportunities: Opportunities that advance skills, traits and competencies that contribute to success in the workplace as defined and identified by college for its workforce. Baseline FY 2024 (Summer, Fall, Spring) will be compared to final year FY 2030 (Summer, Fall, Spring).

Shortened sessions: Any academic term offered for less than 16 weeks.

Passport: A 16-credit hour set of VCCS courses, in which all courses are transferable and shall satisfy a lower-division general education requirement at any public institution of high education in Virginia and many private institutions. Taken individually, Passport courses may, but are not guaranteed to, satisfy general education requirements at the receiving institution. (https://www.transfervirginia.org/content/passport-policy-and-courses)

Uniform Certificate of General Studies (UCGS): The Uniform Certificate of General Studies (UCGS) is a 30-31 credit program in which all courses are transferable and satisfy lower-division general education requirements at any Virginia public institution, and many private institutions, of higher education. Taken individually, UCGS courses may, but are not guaranteed to, satisfy general education requirements at the receiving institution.

Online: Courses that do not require attendance in a physical classroom, typically taught through a learning management platform, such as Canvas or synchronous online conferencing software, such as Zoom. Identified as distance courses within the student information system (SIS).

Asynchronous: The instructor and the students in the course all engage with the course content at different times (and from different locations). The instructor provides students with a sequence of units which the students move through as their schedules permit within a specific semester.

Annual online headcount: Unique students who enroll in at least one online or distance course within a given academic year (Summer, Fall, Spring) Baseline FY 2023(Summer, Fall, Spring) will be compared to final year FY 2030 (Summer, Fall, Spring)

Credit for prior learning: The process of awarding a student credit for competency in subject matter that has been achieved through previous academic study or occupational experience.

Objective # 4: Supporting Today's Learners

Provide all students with a culture of care that responds to the needs of our diverse student population and supports and inspires their educational and career success.

Metrics:

4.1. Increase annual percentage of program-placed students applying for financial aid to 75% by 2030.
4.2. Increase Financial Aid for FastForward (FANTIC) application completion by 15% by 2030.
4.3. All front-line support staff will participate in at least one professional development on financial resources to equip them to be able to respond accurately to most student inquiries by 2030.
4.4. Increase students engaged in paid internships and apprenticeships programs by 25% by 2030.
4.5. Increase usage of student wrap-around support services by 10% by 2030.

Definitions:

FAFSA application: Free Application for Federal Student Aid application is used by all United States students to determine eligibility for federally funded grant and loan programs for higher education. Completion will be measured by ISIRS received for program-placed enrolled students within a financial aid year. Baseline FY 2023(Summer, Fall, Spring) will be compared to final year FY 2030 (Summer, Fall, Spring)

FANTIC application: Financial Aid for Noncredit Training leading to Industry Credentials is used by VCCS students who are enrolled in an approved noncredit workforce training program leading to the attainment of an industry-recognized credential or licensure to demonstrate financial need. Completion will be measured by FANTIC applications received for enrolled Fast Forward students within a fiscal year. Baseline FY 2023 (July 1, 2022-June 30, 2023) will be compared to final year FY 2030 (July 1, 2029-June 30, 2030).

Professional development opportunities: Opportunities that advance skills, traits and competencies that contribute to success in the workplace as defined and identified by college for its workforce. Baseline FY 2024 (Summer, Fall, Spring) will be compared to final year FY 2030 (Summer, Fall, Spring).

Financial resources: May include federal, state, and institutional financial aid available to credit and Fast Forward students, as well as institutional and community based non-academic support services, such as SNAP, TANF, HUD, Medicaid, childcare and other services as defined by the college. May also include financial literacy training.

Paid internships and apprenticeships: Internships are often unpaid and may not lead to a full-time job. Apprenticeships are paid experiences that often lead to full-time employment. Experiences should be documented either as classes or as part of an advising record. Baseline FY 2024(Summer, Fall, Spring) will be compared to final year FY 2030 (Summer, Fall, Spring).

Student wrap-around support services: Services offered by college or the VCCS to help students gain access to food, clothing, transportation and/or childcare, document advising (EAB Navigate), learn about and qualify for state and federal non-academic aid (SingleStop), attain mental health counseling or other services. Baseline FY 2024 (Summer, Fall, Spring) will be compared to final year FY 2030 (Summer, Fall, Spring).

Objective #5: Investing in Virginia's Workforce

Provide all students with access to affordable college education that supports their need for financial flexibility while also supporting the vitality and sustainability of our colleges.

Metrics:

5.1.   Approve and implement the VCCS model for including licensure and certification examination fees for credit programs by 2030.

5.2.   Seek additional FastForward funding investments from the Commonwealth to address the ongoing annual growth of the programs by 2030.

5.3.   Seek additional annual funding for capacity building efforts in regionally identified high demand programs.

5.4.   Increase funds available for student emergency needs at all VCCS institutions.

5.5.   Complete assessment of facilities and make recommendations for renovation or replacement by 2030.

5.6.   Seek funding support for renovation and replacement of facilities exceeding useful life by 2030.

5.7.   Review current student fee structures and identify opportunities for modifications by 2030.

5.8.   Review current pay-for-performance model and current funding model by 2030.

Definitions:

Licensure and certification examination fees: Amounts charged by third parties to students to apply for and take required examinations to obtain licensure or certification as required by employers for specific jobs.

Funding investments: May include state general funds, grants, or philanthropic donations.

Capacity building efforts: Public and private funds used to expand faculty, staff, facilities and/or equipment and supplies needed to offer courses and programs to additional students.

Student emergency needs: Funds available as grants or short-term loans to assist students for any non-tuition barrier that may prevent them from remaining enrolled during a specific semester.

Pay-for-performance model: VCCS outcomes based funding model that allocates 20% of the validated resource model (state funding allocation).

GERMANNA COMMUNITY COLLEGE

FY24 LOCAL FUNDS FINANCIAL REVIEW
FOR THE TWELVE MONTHS ENDING JUNE 30, 2024
WITH
FY25 APPROVED BUDGETS

GERMANNA COMMUNITY COLLEGE BOARD
SEPTEMBER 12, 2024

**DAVID F. SWANSON
DIRECTOR OF FINANCE
AUGUST 30, 2024**

FY24 LOCAL FUNDS FINANCIAL ANALYSIS

- Highlights of the FY24 results through June 30, 2024:

- <u>Unrestricted Funds</u> – Unrestricted Fund Balance/Net Assets have increased by $878K. Locality contributions and student fees trended as budgeted. Significant expenditures for FY24 included the debt service payment of $408K for the Fredericksburg campus parking garage and $175K for enhancing the new college website. Investment performance has trended up after two dull years. *Unrestricted Funds details are noted on slides 5-9.*

- <u>Restricted Funds</u> – About $13.3M was received and disbursed:
  - $11.2M for federal Pell and SEOG awards
  - $ 2.1M for federal loans

- <u>Plant Funds</u> – Locality contributions of $478K were received, with $228K designated as maintenance reserves and $250K designated for the Locust Grove replacement fund. The Stafford maintenance reserve paid $1.55M to the Foundation for Center Street leasehold improvements in January. The fund balance is $5.8M with $2.8M in the Unexpended Plant Fund and $3.0M in the Investment in Plant Fund. *Details of the Unexpended Plant Fund are noted on slides 10 and 11.*

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LOCAL FUNDS FY24 STATEMENT OF CHANGES

	Unrestricted	Restricted	Plant
Revenues:			
Unrestricted Current Fund Revenue	1,878,881		
Local Appropriations - Restricted		-	478,069
Federal Grants and Contracts - Restricted		13,336,986	-
Private Grants and Contracts - Restricted		18,611	-
Investment Income		-	67,710
Expended for Plant Facilities			1,550,000
Total Revenues and Other Additions:	**1,878,881**	**13,355,597**	**2,095,779**
Expenditures:			
Educational and General	468,941	13,355,934	-
Auxiliary Enterprise Expenditures	531,763	-	-
Expended for Plant Facilities	-	-	1,550,000
Total Expenditures	**1,000,704**	**13,355,934**	**1,550,000**
Net Increase/(Decrease) for the Year	878,177	(337)	545,779
Fund Balances - Beginning	8,298,024	69,285	5,250,702
Fund Balances at the End of Year	**9,176,201**	**68,948**	**5,796,481**

- 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.

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LOCAL FUNDS FY24 BALANCE SHEET

	Unrestricted	Restricted	Plant	Agency
Assets:				
Cash	5,780,413	93,948	1,528,088	83,281
Petty Cash	1,000	-	-	-
Cash Equivalents	1,328,683	-	1,273,038	-
Investments	1,730,121	-	-	-
Current Receivables	(32)	-	-	-
Current A/R Allowance	(72)	-	-	-
Due From Other Funds	375,000	-	-	-
Investment in Plant Assets	-	-	2,995,354	-
Total Assets:	**9,215,113**	**93,948**	**5,796,480**	**83,281**
Liabilities:				
Deposits Pending	(38,914)	-	-	-
Due to Other Funds	-	(25,000)	-	-
Fund Balances	**9,176,201**	**68,948**	**5,796,481**	**83,281**
Total Liabilities and Fund Balances:	**9,215,115**	**93,948**	**5,796,481**	**83,281**

- 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.

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LOCAL OPERATING / COLLEGE BOARD FUND BUDGET

- FY24 Operating Fund contributions and spending came in as expected. FY25 budgets were approved by the Board in May.

Fund 40001	FY21	FY22	FY23	FY24	FY25 Budget
Beginning Cash	**614,159**	**831,762**	**1,008,368**	**1,184,704**	**1,388,839**
Spotsylvania	89,171	89,171	89,171	89,171	89,171
Stafford	48,858	48,858	48,858	48,858	48,858
Caroline	6,866	6,866	7,209	7,209	7,209
Culpeper	28,158	28,158	28,158	28,158	28,158
Orange	41,931	41,931	41,931	41,931	41,931
Madison	4,535	4,535	4,535	4,000	4,535
Fredericksburg	9,291	9,291	9,291	9,291	9,291
Interest Income	935	339	(2,946)	4,203	1,500
Total Revenues	**229,745**	**229,149**	**226,207**	**232,821**	**230,653**
Expenses by Department					
Employee REL-FAC	2,923	11,977	18,840	15,086	15,000
Student Development Programs	6,133	7,100	19,365	7,472	40,000
Student Recruitment	1,882	11,908	11,666	11,508	12,000
Contingency	1,204	6,924	-	-	27,500
Dean of Inst Effectiveness	-	-	-	-	10,000
Physical Plant	-	20,154	-	19,620	30,000
Total Expenses	**12,142**	**58,063**	**49,871**	**53,686**	**134,500**
Annual Surplus (Deficit)	**217,604**	**171,086**	**176,336**	**179,135**	**96,153**
Transfers	-	5,519	-	25,000	-
Net Assets	**831,762**	**1,008,368**	**1,184,704**	**1,388,839**	**1,484,992**

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VENDING FUND BUDGET

- Bookstore commissions continue to decline. FY25 budgets were approved by the Board in May.

Fund 40002	FY21	FY22	FY23	FY24	FY25 Budget
Beginning Cash	**2,506,078**	**2,458,736**	**2,903,277**	**1,947,449**	**1,990,525**
Bookstore Commissions	139,954	174,781	138,887	78,692	80,000
Vending Commissions	-	4,457	8,477	8,310	50,000
Vending Commissions	-	533	-	838	-
Investment Income	10,993	4,893	(15,895)	129,089	50,000
Investment Income	2,033	(7,059)	-	-	-
Total Revenues	**152,980**	**177,605**	**131,468**	**216,928**	**180,000**
Expenses by Department					
Diversity and Inclusion	9,584	7,474	6,509	2,733	12,000
College Branding	194,699	244,808	159,198	175,530	-
Regional Activities	4,599	5,654	5,855	6,036	10,000
Commissions Contingency Reserve	-	76,546	318,085	36,584	100,000
President's Discretionary	-	6,285	2,050	746	10,000
Fiscal Operating	(9,098)	(20,376)	13,674	655	25,000
Travel & Meals - Excess	-	124	1,501	1,424	2,500
Auxiliary Plant Maintenance	538	7,031	3,617	15,612	20,000
Total Expenses	**200,322**	**327,545**	**510,489**	**239,320**	**179,500**
Annual Surplus (Deficit)	**(47,342)**	**(149,940)**	**(379,021)**	**(22,392)**	**500**
Other Transfers	-	600,000	(600,000)	-	-
Other Transfers	-	(5,519)	23,193	-	-
Net Assets	**2,458,736**	**2,903,277**	**1,947,449**	**1,990,525**	**1,991,025**

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STUDENT ACTIVITY FUND BUDGET

- The Student Activity Fund ended with a surplus for the year. The State Board–approved Student Activity Fee increase is now providing more robust resources. The loan from Fund 40001 was repaid. FY25 budgets were approved by the Board in May.

Fund 40003	FY21	FY22	FY23	FY24	FY25 Budget
Beginning Cash	**64,085**	**84,251**	**96,554**	**93,774**	**149,162**
Student Activity Fees	204,925	202,057	207,946	281,324	280,000
Total Revenues	**204,925**	**202,057**	**207,946**	**281,324**	**280,000**
Expenses by Department					
Student Activities	51,227	49,387	59,289	53,850	90,000
Student Organizations	17,364	30,633	41,258	39,807	20,000
Student Projects	24,142	23,965	21,475	24,985	20,000
Dean of Student Services	25,133	25,116	27,881	25,210	30,000
Lecture & Culture	32,356	28,227	19,957	28,713	50,000
Student Recognition	1,500	-	3,999	2,149	10,000
Wellness & Recreation	31,343	30,117	32,802	19,923	30,000
Co-Curricular Programs	1,695	2,309	4,064	6,298	10,000
Total Expenses	**184,759**	**189,754**	**210,726**	**200,935**	**260,000**
Annual Surplus (Deficit)	**20,165**	**12,303**	**(2,780)**	**80,388**	**20,000**
Transfers	-	-	-	(25,000)	
Net Assets	**84,251**	**96,554**	**93,774**	**149,162**	**169,162**

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PARKING AUXILIARY FUND BUDGET

- This fund is expected to be left with minimal reserves upon completion of the Locust Grove parking lot project. FY25 budgets were approved by the Board in May.

Fund 40203	FY21	FY22	FY23	FY24	FY25 Budget
Beginning Cash	**956,018**	**712,829**	**835,843**	**1,874,950**	**2,071,646**
Parking Fees	239,557	236,860	242,045	249,183	245,000
Interest	1,161	722	2,939	12,851	-
Total Revenues	**240,718**	**237,582**	**244,983**	**262,034**	**245,000**
Expenses by Department					
Parking Expenses	483,907	114,568	55,877	65,337	1,867,177
Total Expenses	**483,907**	**114,568**	**55,877**	**65,337**	**1,867,177**
Annual Surplus (Deficit)	**(243,189)**	**123,014**	**189,106**	**196,697**	**(1,622,177)**
Transfers	-	-	850,000	-	-
Net Assets	**712,829**	**835,843**	**1,874,950**	**2,071,646**	**449,469**

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FACILITIES AUXILIARY FUND BUDGET

- Debt service on the Fredericksburg campus parking garage of $408K was incurred. Other expenses have been minor. FY25 budgets were approved by the Board in May.

Fund 40206	FY21	FY22	FY23	FY24	FY25 Budget
Beginning Cash	**2,606,019**	**3,009,975**	**3,400,445**	**3,197,147**	**3,575,984**
Facilities Fee	753,051	744,768	760,812	782,890	770,000
Investment Income	9,352	1,953	(29,378)	41,942	15,000
Interest	534	2,335	13,902	20,431	5,000
Total Revenues	**762,937**	**749,056**	**745,337**	**845,263**	**790,000**
Expenses by Department					
Facilities Expenses	16,667	44,086	28,297	58,141	64,568
Total Expenses	**16,667**	**44,086**	**28,297**	**58,141**	**64,568**
Annual Surplus (Deficit)	**746,270**	**704,970**	**717,040**	**787,122**	**725,432**
Debt Service	(342,313)	(314,500)	(70,338)	(408,285)	(410,392)
Transfers	-	-	(850,000)	-	-
Net Assets	**3,009,975**	**3,400,445**	**3,197,147**	**3,575,984**	**3,891,024**

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UNEXPENDED PLANT FUND BUDGET

- $1.55M of the Stafford maintenance reserve was used to build out the new Center Street facility. The Locust Grove project fund is nearing $2.1M and is detailed on the next slide.

Fund 79001	FY21	FY22	FY23	FY24	FY25 Budget
Beginning Cash	2,301,611	2,501,565	3,033,422	3,805,348	2,801,126
LGC Building Replacement	350,000	350,000	550,000	250,000	50,000
MR - STAFFORD CO	200,000	200,000	200,000	200,000	200,000
MR - FREDERICKSBURG	50,000	25,000	25,000	25,000	25,000
MR - ORANGE CO	1,669	1,669	1,669	1,669	1,669
MR - MADISON COUNTY	465	465	465	-	-
MR - CULPEPER CO	-	-	1,400	1,400	1,400
Investment Income	1,808	2,999	46,072	67,710	24,000
Total Revenues	**603,942**	**580,133**	**824,606**	**545,779**	**302,069**
CAPITAL PROJECTS	-	145,470	22,353	-	-
MR - STAFFORD CO	-	-	-	1,550,000	-
MR - FREDERICKSBURG	72,414	48,276	-	-	48,276
Total Expenses	**72,414**	**193,746**	**22,353**	**1,550,000**	**48,276**
Annual Surplus (Deficit)	**531,528**	**386,387**	**802,252**	**(1,004,221)**	**253,793**
CAPITAL PROJECTS	-	145,470	22,353	-	
LGC Building Replacement	(331,574)	-	(52,680)	-	(400,000)
Net Assets	**2,501,565**	**3,033,422**	**3,805,348**	**2,801,126**	**2,654,919**

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UNEXPENDED PLANT FUND
LOCUST GROVE REPLACEMENT FUNDING STATUS

- The LGC building replacement fund is near $2.1M, with no expenses in FY24. Orange County has completed their pledge in FY23. Stafford and Spotsylvania completed their pledges in FY24.

LGC Replacement Fund	FY18	FY19	FY20	FY21	FY22	FY23	FY24	Totals
Sources of Funds								
Transfer In	1,000,000	-	-	-	-	-	-	1,000,000
Contributions from Localities	-	-	200,000	350,000	350,000	550,000	250,000	1,700,000
Interest Income	9,774	22,046	15,179	1,188	1,941	26,627	34,953	111,708
	1,009,774	**22,046**	**215,179**	**351,188**	**351,941**	**576,627**	**284,953**	**2,811,708**
Uses of Funds								
Design Costs	-	-	352,561	331,574	-	52,680	-	736,815
Fund Surplus (Deficit)	**1,009,774**	**22,046**	**(137,382)**	**19,614**	**351,941**	**523,947**	**284,953**	**2,074,893**
Beginning Fund Balance	-	1,009,774	1,031,820	894,438	914,053	1,265,993	1,789,940	-
Ending Fund Balance	**1,009,774**	**1,031,820**	**894,438**	**914,053**	**1,265,993**	**1,789,940**	**2,074,893**	**2,074,893**
Contributions by Locality								
Spotsylvania County	-	-	100,000	100,000	100,000	100,000	100,000	500,000
Orange County	-	-	-	100,000	100,000	300,000	-	500,000
Stafford County	-	-	100,000	100,000	100,000	100,000	100,000	500,000
Culpeper County	-	-	-	-	50,000	50,000	50,000	150,000
Fredericksburg EDA	-	-	-	50,000	-	-	-	50,000
	-	**-**	**200,000**	**350,000**	**350,000**	**550,000**	**250,000**	**1,700,000**

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.

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FINANCIAL REVIEW - WRAP UP

- Questions and Discussion.

- Suggested motion for the Committee:

    "The Finance and Facilities Committee has reviewed the financial analysis for the twelve months ending June 30, 2024, and moves to accept the financials as presented."

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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 $2.00 per hour beginning 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 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 to accumulate local funds for the new Locust Grove facility, including ongoing design costs

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FY26 LOCALITY FUNDING REQUEST PLAN

GERMANNA COMMUNITY COLLEGE BOARD
SEPTEMBER 12, 2024

DAVID F. SWANSON
DIRECTOR OF FINANCE
AUGUST 30, 2024

FY26 LOCALITY FUNDING REQUESTS

- Fiscal Year (FY) 26 begins July 1, 2025 and runs through June 30, 2026

- Locality funding requests are typically submitted October through January

- Eastern Localities – single application due TBD (October 23 in prior year)
  - Spotsylvania County
  - Stafford County
  - Caroline County
  - King George County
  - City of Fredericksburg

- Western Localities – due dates TBD
  - Culpeper County – prior year December 21
  - Orange County – prior year December 31
  - Madison County – prior year January 12

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LOCALITY FUNDING HISTORY

- Funding history:

Summary by Locality	FY19 Actuals	FY20 Actuals	FY21 Actuals	FY22 Actuals	FY23 Actuals	FY24 Actuals	FY25 Budget
Caroline County	6,866	7,237	6,866	6,866	7,209	*7,209*	*7,570*
Culpeper County	28,158	28,158	28,158	78,158	79,558	79,558	79,558
Madison County	5,000	5,000	5,000	5,000	5,000	4,000	4,000
Orange County	18,600	18,600	143,600	143,600	343,600	43,600	43,600
Spotsylvania County	89,171	189,171	189,171	189,171	189,171	189,171	89,171
Stafford County	226,070	348,858	348,858	348,858	348,858	348,858	248,858
Fredericksburg City	34,291	34,291	34,291	34,291	34,291	34,291	34,291
Fredericksburg EDA	-	-	50,000	-	-	-	-
Grand Total	**408,156**	**631,315**	**805,944**	**805,944**	**1,007,687**	**706,687**	**507,048**

- Highlights:
  - Orange County completed its $500K pledge for the Locust Grove project in FY23
  - Spotsylvania and Stafford Counties each completed their $500K pledge in FY24
  - Culpeper will be paying on their $250K pledge this year (FY25) and finish next (FY26)

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FY26 LOCALITY FUNDING REQUESTS

- FY26 requests total $507,048
    - Only recurring contributions are factored into budget planning at this point
    - Other than one locality voluntarily providing an inflation factor, these requests have been static for several years
    - Strategizing on outyears funding requests should begin soon

Locality	Operating Funds	Maintenance Reserve	LGC Project	Total
Caroline County	7,570	-	-	7,570
Culpeper County	28,158	1,400	50,000	79,558
Madison County	4,000	-	-	4,000
Orange County *	41,931	1,669	-	43,600
Spotsylvania County	89,171	-	-	89,171
Stafford County	48,858	200,000	-	248,858
Fredericksburg City	9,291	25,000	-	34,291
	228,979	**228,069**	**50,000**	**507,048**

* Includes $25K for Career Coach funding

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WRAP UP

- Questions and Discussion.

- Suggested motion for the Committee:

  "The Finance and Facilities Committee has reviewed the FY26 Locality Funding Request plan and moves to accept the plan as presented."

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Germanna Community College Local Board
Facilities Report
September 12, 2024

1. **Locust Grove Campus Replacement Building**

   Meetings have occurred between RRMM Architects, Interior Designers, Allied Health, Science, IT and other college officials. Architectural drawings are at 75% completion with the hope to be at 90% completion and ready to submit to the Division of Engineeering and Buildings (DEB) for review in October. During the 90% review a cost review of the project will be completed. Once DEB's review is completed the project will be ready to go to bid. The System Office believes construction could possibly start in the early spring.

2. **Maintenance Reserve Projects**

   Curtain Wall Repair at the Science & Engineering Building and Information Commons.
   - A contract was awarded to Popowski Brothers, Inc. T/A PBI Commercial for $677,659. The Notice to Proceed was issued on August 21,2024 with 160 calendar days for completion, which is January 28, 2025. PBI has installed safety fencing, scaffolding protection over the north entrance/exit and begun power washing the glass. PBI is also in the process of providing submittals of the materials they will be using on the project to WDP & Associates (Engineering Firm) for review and approval.

   Replace Fire Alarm System in the Workforce Building.
   - We received a few comments back from the Division of Engineering and Buildings (DEB). We will not be required to resubmit to DEB. The comments just need to be added to the drawings and project manual. Once our new Program Manager at the System Office verifies this has been completed, we should be able to start the bid process.

   Replace/Upgrade Elevator in the V. Earl Dickinson Building
   - The System Office has reviewed and accepted the fee proposal from Setty (Engineering Firm). We will be scheduling a meeting with Setty, VCCS, and College to get the design started.

   Replace Fire Alarm Panel in the Science & Engineering Building and Information Commons
   - This project is completed.

3. **Bus Shelter at Fredericksburg**
   - A contract was awarded to Jefrey Stack, Inc. dba JSI Paving and Construction for $42,000. The Notice to Proceed was issued on August 12, 2024, with 90 calendar days for completion which is November 10, 2024. If you remember we had to expand the scope of work to bring the sidewalk into compliance from the bus shelter to the front entrance.
   We are waiting for the contractor to confirm a start date.

4. **Daniel Technology Monumental Sign**
   - A contract was awarded to Talley Sign Company for $38,000. The Notice to Proceed was issued on July 15, 2024, with 90 calendar days for completion which is October 13, 2024. We are waiting for RRMM Architects to sign off on the shop drawing so Talley can begin manufacturing the sign and complete the installation.

5. **Sports Court at Fredericksburg**
   - A contract was awarded to The Boyd Group of VA, LLC for $205,500. The Notice to Proceed was issued on July 8, 2024, with 90 calendar days for completion, which is October 6, 2024. This project is moving along nicely. By the board meeting this project will be nearing completion.

6. **10 and 25 Center Street at Stafford**
   - By the board meeting, we should be wrapping up construction and ready to take possession of both 10 and 25 Center St. We will begin moving full force into furnishing and setting-up IT. We are scheduled to take the Barbara J Fried building at South Campus offline October 4 and start moving that facility to our new location on October 7. We are scheduled to start classes at Center St October 17. Will provide further details at the board meeting.

7. **Locust Grove Parking Lot Repair and Site Lighting Upgrade**
   - VHB is finishing up their responses to the comments from the Division of Engineering and Buildings (DEB). Once their responses are reviewed and accepted, we can begin repairing to go out to bid.
   - We received a response from the Division of Engineering and Buildings (DEB) in reference to providing an electrical charging station in the upgraded parking lot. We would like to get an exception from DEB to allow us to include this charging station when the new Locust Grove facility is built. VHB was working on an exception for the VCCS to take to DEB but somewhere along the way that did not happen. We will work with our new Program Manager at the VCCS to get this resolved.

AWS Workforce Development

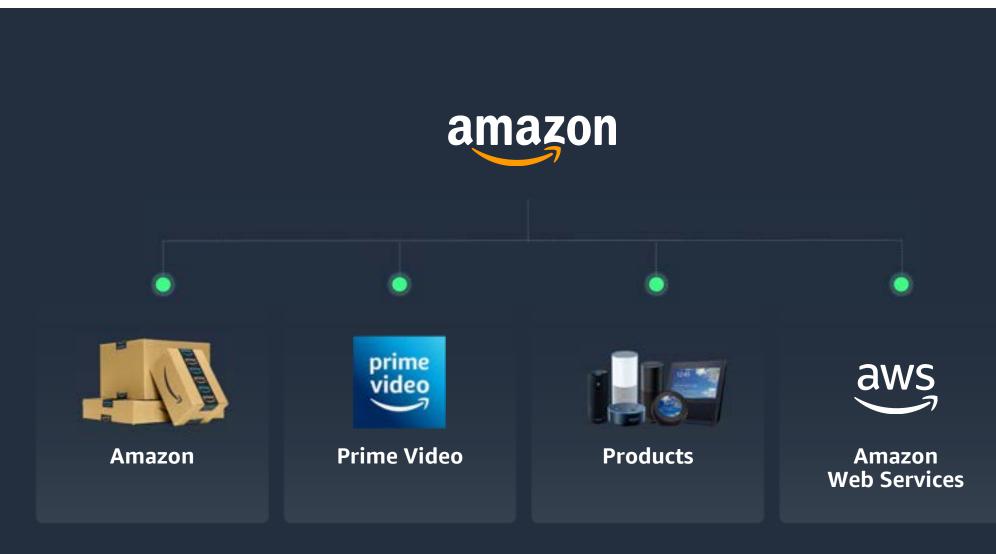Nick Lee-Romagnolo, nlr@amazon.com

Today's Goals

- Understand the scope of cloud infrastructure roles.

- Develop an awareness and appreciation for the diversity of educational and work backgrounds local students/learners will need.

- New Program Highlights

- Mobile Training Campus

- Answer questions

Why does Amazon care about workforce development?

Amazon

Amazon   Prime Video   Products   Amazon Web Services

AWS Customers

5

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What is cloud computing?

What We Do

- The term "**cloud computing**" refers to the on-demand delivery of IT resources via the Internet with pay-as-you-go pricing.

- Instead of buying, owning, and maintaining your own data centers and servers, organizations can acquire technology such as **compute power**, **storage**, **databases**, and **other services on an as-needed basis**.

Cloud Computing vs. Cloud Infrastructure

VS

Cloud Computing
("Virtual" / IT)

Anything that deals with the cloud software. If the job can be done offsite with an internet connection, it's probably cloud computing.
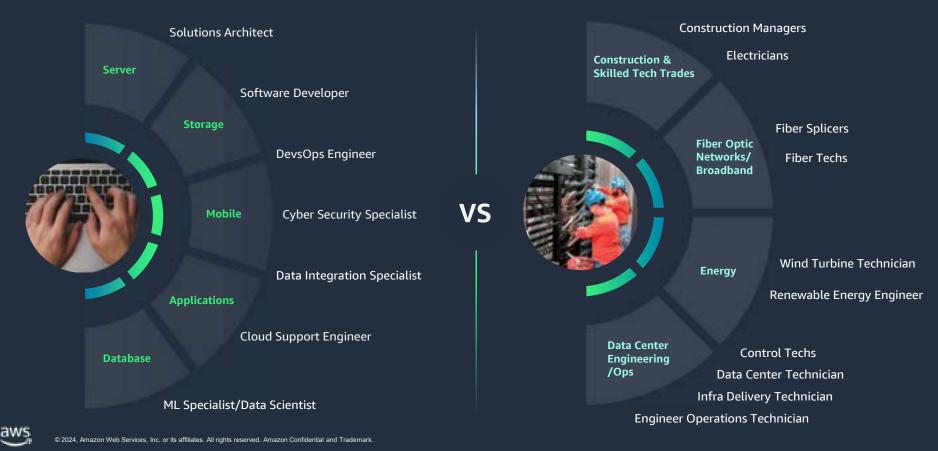
Cloud Infrastructure
("Physical")

Anything that deals with the infrastructure of the internet, the physical layer of the cloud stack: building, connecting, operating data centers.

Cloud Computing

Server

Solutions Architect

Storage

Software Developer

DevsOps Engineer

Mobile

Cyber Security Specialist

Data Integration Specialist

Applications

Cloud Support Engineer

Database

ML Specialist/Data Scientist

VS

Cloud Infrastructure

Construction Managers

Construction & Skilled Tech Trades

Electricians

Fiber Optic Networks/ Broadband

Fiber Splicers

Fiber Techs

Energy

Wind Turbine Technician

Renewable Energy Engineer

Data Center Engineering /Ops

Control Techs

Data Center Technician

Infra Delivery Technician

Engineer Operations Technician

What is a data center?

Cloud Infrastructure

Any job that supports the function of the physical components of a data center and does not take place in the cloud, such as building, operating, and maintaining physical data centers.

Build

Physical construction of the data centers.

Connect

Running cable within and between data centers.

Power

Generating and transmitting power to data centers.

Operate & Maintain

Rack & stack, cabling, and server maintenance.

Maintenance of physical environment for servers.

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Information Infrastructure Roles

Build	Connect	Power	Operate & Maintain
Project Engineer	Fiber Splicers	Journey Lineworker	Control Technician
Electrician	Fiber Techs	Electric Utility Engineer	Data Center Technician
Plumber / Pipe-fitter	Directional Drill Operator	Engineering Technician	Engineer Operations Technician

Majority vendors/contractors

Our approach to workforce development

Alignment to Employer Requirements

Demand
Amazon/AWS
Vendors & contractors

**Conveners,
Enablers, and
Facilitators**
Governments,
EDOs/chamber

Supply
Programs
Experiences & credentials

Successful job placement

Labor Demand

W H O   W I L L   W E   N E E D   T O   B U I L D   T H I S   I N F R A S T R U C T U R E ?

Directional Labor Demand Estimates

Legend:
- Total
- AWS Employees
- Onsite Contractors
- Construction and Fiber Workers

Y-axis: Estimated Full-Time Jobs (-, 1,000, 2,000, 3,000)

X-axis: Year (Year 0, Year 2, Year 4, Year 6, Year 8)

Construction Period

Building the Future Together: A Partnership between the Department of Labor, Amazon Web Services, and Virginia's Community Colleges

- Building Pathways to Infrastructure Jobs Grant

- $5 million grant from the U.S. Department of Labor to Virginia's Community Colleges to improve broadband infrastructure

- Aim to prepare the workforce for over 3000 family-sustaining wage jobs in the burgeoning data center sector.

Preparing for High-Demand Tech Roles

- **Comprehensive Training**: Seven community colleges will provide specialized training for AWS Data Center roles, beginning with non-credit technical programs in fiber optics, high-tech skills and WBL (paid internships-IWT) to help Amazon's extensive network of subcontractors build the Data Centers.

- **Continuous Education Pathway**: Offers a flexible progression from non-credit programs to credit-bearing educational opportunities, fostering career growth in Information Systems and Technology.

- **Higher Education & Skill Enhancement**: Facilitates pursuit of associate degrees and potential bachelor's degree transfers, as well as skill-focused non-credit certificates for career advancement.

Virginia's Community Colleges

Fiber Optic Technician Programming

Faculty Training + Capacity

Training provided via respected industry-based provider: Light Brigade

Equipment/Tools

Equipment Donated for new Fiber Optic Training Lab

Instructional Content

3 year license from Light Brigade via VCCS grant funding

Fiber Optic Installer

- **Cost:** $1,433 with tuition assistance
- **Next Class Begins:** 9/17/24

AWS Information Infrastructure Pre-Apprenticeship (I2PA)

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AWS I2PA Overview
i2pa.info

- Target learner: "trades curious" individual with little/no experience; inclination to "hands-on" work

- Paid 4-week (120 hours) immersive program (hired by YPP)

- Authentic *"hands-on"* activities taught by industry professionals

- Industry-recognized credentials (e.g. OSHA-10)

- Final day job match event with employers

INTERESTED IN 4-WEEKS OF PAID TRAINING?

AWS Information Infrastructure Pre-Apprenticeship

The AWS Information Infrastructure Pre-Apprenticeship (I2PA) is a paid 4-week program where you will work 30 hours each week to prepare for careers that build, connect, power, and operate the infrastructure of our information economy. This hands-on training involves working with the actual tools and materials used on the job. Everything you need is provided, including protective gear, supplies, and a laptop computer. Earn while you learn with I2PA!

Learn about the many career pathways associated with building, connecting, operating & powering it all

Earn industry-required certificates while being paid, including AWS I2PA and OSHA 10

Network with subject matter experts from AWS and our network of vendors and contractors

September 9th-October 4th
Columbus Metro
Tolles Career and Technical Center
Plain City, Ohio

I2W.INFO

I2PA Curriculum Summary

Week 1	Orientation, Safety & Durable Skills
Week 2	Electrical
Week 3	Mechanical / HVAC
Week 4	Fiber Optics, Data Center Ops & Culmination / Networking

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Pilot Implementation Outcomes

- Career launch/advancement:
  - apprenticeship,
  - post-secondary learning pathway
  - entry-level employment
  - pursue a different field ("not for me")

- We learn what works, fix what doesn't for subsequent implementations

- Insights on how to replicate and scale effectively

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Fiber Optic Fusion Splicing

Two-day workshop offered by AWS, with Sumitomo Electric Lightwave. Co-hosted by local institutions (often community colleges).

"Micro course" (4 hours)

- Target: CTE grads or CC students, little/no experience, "trades curious," incumbent workers looking to pivot

- Agenda:

  - Hands-on training

  - Networking with employers

AWS I2W

- Day-long program to help education and workforce leaders learn more about infrastructure jobs and connect w/ employers

- Target: leaders of education and workforce systems, career counselors

- Agenda:

  - Part 1 (for educators): overview of jobs & hands-on learning

  - Part 2 (+ employers): discussions about career paths and mock candidates

- **i2w.info**

AWS Information Infrastructure Workshop (I2W)

Q&A
Open Discussion

Food Pantry Wish List

Last year, the pantries at GCC locations saw over 1,100 shoppers! Please consider helping us keep the below items in stock:

VEGETABLES

Canned Veggies

Canned Tomatoes

Pasta Sauces

Vegetable Soups

FRUITS

Apple Sauce

100% Fruit Juice

Canned Fruit

Dried Fruit

GRAINS

Oats

Flours

Whole Wheat Pasta

Noodles

PROTEINS

Canned and Dry Beans

Chicken / Tuna Pouches

Peanut Butter

Lentils / Legumes

DAIRY

Evaporated Milk

Shelf Stable Milk

Non-Dairy Milk

Alternatives (Almond, Oat, Rice)

OTHER

Cooking Oils

Spices

Condiments

Baking Mixes

Sauces

Household Items & Toiletries

Toilet Paper

Kleenex / Napkins

Laundry Detergent

Cleaning Products

Can Openers

Soaps / Shampoos / Deodorant

Oral Care Items

Hand Soap / Wipes

Baby Hygiene Products

Feminine Hygiene Products

- Donating foods low in sodium, added sugar, and saturated fats helps us offer more healthy options to shoppers.
- Single size toiletry products go a lot farther in a school pantry.
- Please contact Foodpantry@germanna.edu before donating fresh or frozen items.