

**Docket Item:**

Community College Approval: Clackamas Community College, Certificate of Completion in CTE Instruction, within 13.0101, Education, General.

**Summary:**

Clackamas Community College proposes a new Certificate of Completion in CTE Instruction. Higher Education Coordinating Commission (HECC) staff completed a review of the proposed program. After analysis, HECC staff recommends approval of the degree as proposed.

**Staff Recommendation:**

The HECC recommends the adoption of the following resolution:  
RESOLVED, that the Higher Education Coordinating Commission approve the following degree: CC in CTE Instruction.



**Clackamas Community College seeks the Oregon Higher Education Coordinating Commission’s approval to offer an instructional program leading to a Certificate of Completion in CTE Instruction.**

**Program Summary**

This certificate provides individuals with educational foundations in classroom management, diverse students, and developmentally appropriate teaching techniques. This program is designed for CTE teachers seeking an initial license or other faculty who want to learn foundation of teaching and learning.

**1. *Describe the need for this program by providing clear evidence.***

The Teachers Practice and Standards Commission (TSPC) changed the requirements for the Restricted CTE Teaching License. These new requirements state an applicant must have a Professional Development Plan. The Professional Development Plan must contain a total of 18 quarter hours of coursework in the following areas- Intro to CTE in Oregon, Classroom Management, Culturally Responsive Practices, Human Development, Curriculum Design, Instructional Strategies and Assessment, and Teaching Math or Reading, Writing, and Literacy to secondary learners. (584-230-0070) This certificate program was designed to meet the needs of secondary CTE teachers and other CTE faculty. Also addresses the shortage of CTE teachers in our local community.

**2. *Does the community college utilize systemic methods for meaningful and ongoing involvement of the appropriate constituencies?***

This program was created in response to a request from the Oregon Department of Education (ODE). Program faculty and division administrators are involved with the statewide workgroup that is working on a high school to community college to university teacher preparation pathway. The college has also formed an advisory group for the new program to ensure we are engaging all constituents. Members include ODE staff, C-TEC members, and district high school representatives

**3. *Is the community college program aligned with appropriate education, workforce development, and economic development programs?***

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This certificate program was designed to meet the needs of secondary CTE teachers and other CTE faculty. Also addresses the need for CTE teachers in our local community.

**4. *Does the community college program lead to student achievement of academic and technical knowledge, skills, and related proficiencies?***

This program is designed to provide foundational academic and technical knowledge, skills, and related proficiencies in education to CTE teachers and faculty. CTE teachers and other faculty are usually hired for their industry-related experience, so they usually have no educational foundational skills. These courses introduce the student to teaching and learning as a career area and enable them to better connect with their students. Academic skills are embedded in the teaching techniques and content of this program.

**5. *Does the community college identify and have the resources to develop, implement, and sustain the program?***

The college already offers these classes. In the beginning, students would fill the existing empty seats in a class. If interest in the program grew in the future, there is a chance that additional sections would be added. This certificate program attempts to package the required courses into a credential that students can add.

***Assurances***

Clackamas Community College has met or will meet the four institutional assurances required for program application.

- 1. *Access.*** The college and program will affirmatively provide access, accommodations, flexibility, and additional/supplemental services for special populations and protected classes of students.
- 2. *Continuous Improvement.*** The college has assessment, evaluation, feedback, and continuous improvement processes or systems in place. For the proposed program, there will be opportunities for input from and concerning the instructor(s), students, employers, and other partners/stakeholders. Program need and labor market information will be periodically re-evaluated and changes will be requested as needed.
- 3. *Adverse impact and detrimental duplication.*** The college will follow all current laws, rules, and procedures and has made good faith efforts to avoid or resolve adverse *intersegmental* and *intra*segmental impact and detrimental duplication problems with other relevant programs or institutions.
- 4. *Program records maintenance and congruence.*** The college acknowledges that the records concerning the program title, curriculum, CIP code, credit hours, etc. maintained by the Office are the official records and it is the college's responsibility to keep their records aligned with those of the Office. The college will not make changes to the program without informing and/or receiving approval from the Office.