

INTENT

A consortium leads the development and management of Higher Education Coordinating Commission (HECC) approved statewide certificates and degrees in collaboration with the Office of Community Colleges and Workforce Development (CCWD). Participating community colleges and educational providers, in collaboration with business/industry partners, agree to abide by consortium by-laws, HECC standards and assurances, and policy requirements of the program approval process. A statewide program is not necessarily offered at every community college. For example, Emergency Medical Technician (EMT) Associate of Applied Science (SAAS) degree is a statewide program but not every Oregon community college offers it.

OAR

OAR 589-006-0050(53)

"Statewide or regional consortium program" means an associate of applied science or certificate of completion program which is developed, applied for and continuously monitored by a partnership of colleges to address a specific program need through a cohesive and transferable curriculum among participating colleges.

CONSORTIUM DEFINITIONS

Lead College

The college that is responsible for coordinating the statewide consortium. A second lead college may be selected to share the responsibilities. Coordination responsibilities must be outlined in the consortium by-laws.

Consortium Chair

The designated member who oversees consortium meetings and represents the consortium with partner affinity groups. The consortium chair may also hold the role of lead college. A second chair may be selected to share the responsibilities.

Participating College

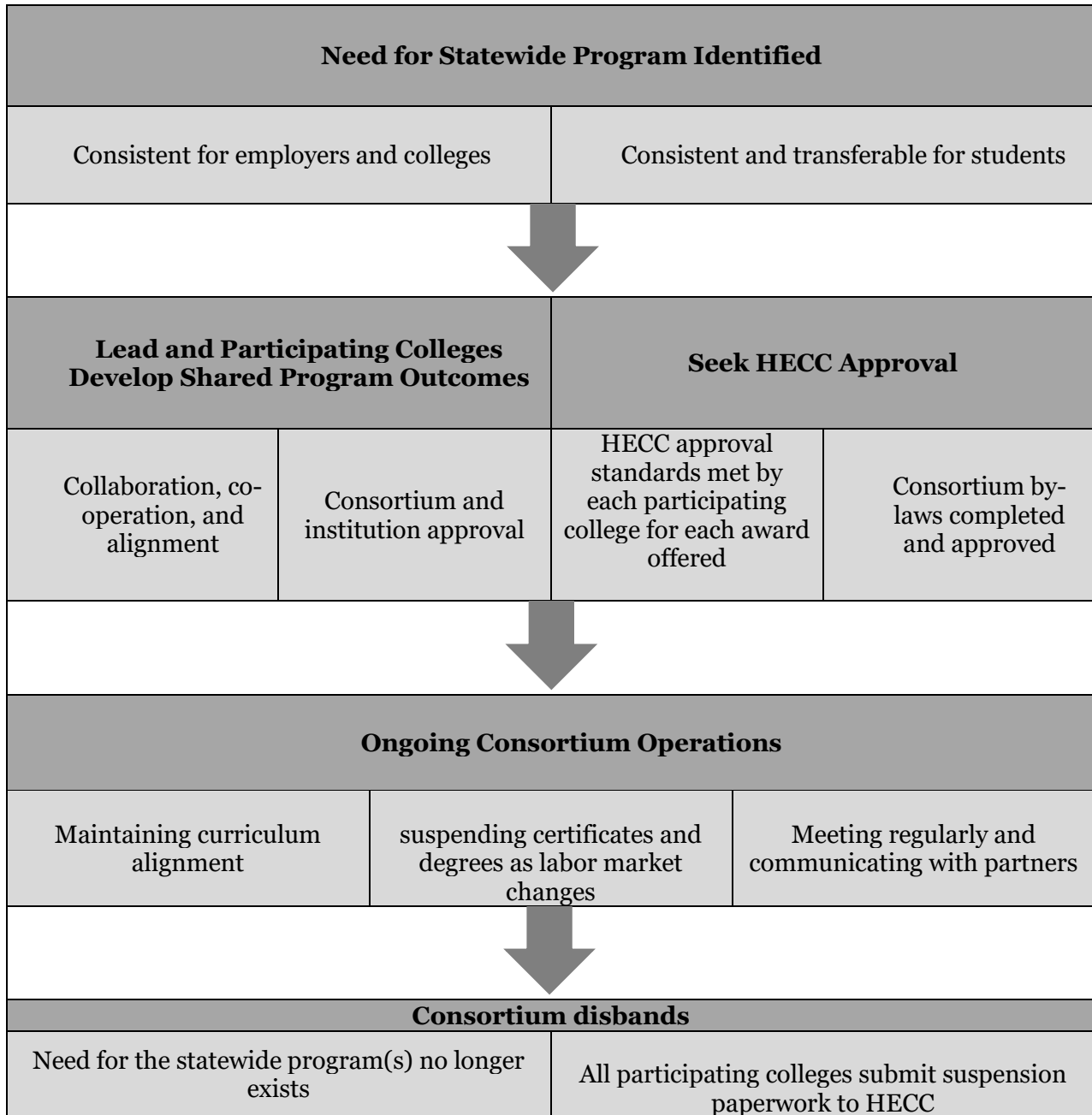
A college that receives HECC and consortium approval to offer a statewide program and agrees to follow the terms of the consortium by-laws.

Statewide Awards

Awards that are overseen by a statewide consortium and approved by HECC. A statewide program must be designated with the letter "S" for "statewide" (for example, SAAS).

PHASES OF STATEWIDE PROGRAM APPROVAL

The following diagram provides a visual representation of the phases of a statewide consortium:



REQUIREMENTS

Developing a New Consortium

Statewide programs require cooperation and collaboration. The lead and/or chair(s) are responsible for communicating, cooperating, and consulting regularly with each other,

employers, workforce partners, professional associations, licensing organizations, regulatory agencies, other key stakeholders, and CCWD to develop, operate, evaluate, manage, and improve statewide programs. Statewide certificates and degrees must meet the same [HECC Five Program Approval Standards](#) (CTE) as certificates and degrees offered by a single college.

FORMS

1. Consortium By-Law Template
2. Notice to Create or Update a Consortium
3. Notice to Join or Add a New Program Offering
4. Notice to Opt Out of a Consortium
5. Notice to Dissolve a Consortium

SUBMISSION REQUIREMENTS

Creating, Updating or Dissolving a Consortium

1. Lead College Submits in Webforms via Program Approval Process

- a. New Consortium
 - i. Submit to CCWD
 1. Notice to Create or Update Consortium Form
 2. Consortium By-laws
 - ii. Submit in Webforms
 1. Copy of Notice to Create,
 2. Notice to Create or Update a Consortium
 3. All information required by award
- b. Updating a Consortium
 - i. Submit to CCWD
 1. Notice to Create or Update a Consortium Form
 2. Consortium By-laws (if by-laws have been updated)
 - ii. Submit in Webforms
 1. All information required by award.
 2. Notice to Join or Add a New Program Offering
- c. Dissolving a Consortium
 - i. Submit to CCWD
 1. Notice to Dissolve a Consortium Form
 - ii. Submit in Webforms
 1. Suspension Letter and Form for each program affected

2. Participating college Joining or Opting Out of a Consortium

- a. Joining a Consortium
 - i. Submit in Webforms
 1. Notice to Join or Update Program Offerings Form with each program offered
 2. All information required by award.
 3. Copy of Consortium By-Laws
- b. Adding an Approved Consortium Offering
 - i. Submit in Webforms
 1. Notice to Join or Add a New Program Offerings
- c. Opt Out of a Consortium
 - i. Submit in Webforms
 1. Suspension Letter and Form for each program affected
 2. Notice to Opt Out of a Consortium

Submission of Forms

1. Joining an Existing Consortium Form

- a. Participating college Submits in Webforms via Program Approval Process
 - i. Individual Programs with regular program award submission requirements
 - ii. Notice to Join or Update Program Offerings Form

2. Opting Out of an Existing Consortium Form

- a. Participating college responsibilities.
 - i. Submit in Webforms
 1. Suspension of each program offered by the Statewide consortium
 - ii. Submit to CCWD
 1. Notice to Opt Out of a Consortium Form
 2. Suspension Form and Letter

3. Offering a program that is a part of a Statewide Consortium Independently of the Consortium Form

- a. Inform the Consortium of the College's intent to offer this program outside of the Consortium.
 - i. College may not use the Statewide awards starting with "S".
 - ii. Submit in Webforms through normal process for that award.