

PROGRAM PROPOSAL FORM

- ☐ **Preliminary Approval** – Check here when using this form for preliminary approval of a program proposal, and respond to the items in general terms.
- ☐ **Final Approval** – Check here when completing this form after the Vice President for Instruction has given preliminary approval to a program proposal. For final approval, complete information must be provided for each item.

Program Name: Division and Department: Type of Award: Effective Term/Year: Initiator:	<u>Liberal Arts (MACRAO) Certificate</u> <u>HSS</u> <input type="checkbox"/> AA <input type="checkbox"/> AS <input type="checkbox"/> AAS <input checked="" type="checkbox"/> Cert. <input type="checkbox"/> Adv. Cert. <input type="checkbox"/> Post-Assoc. Cert. <input type="checkbox"/> Cert. of Comp. <u>Fall 2009</u> 		Program Code: <u>CTLAM</u> CIP Code: <u>24.0102</u>
Program Features Program's purpose and its goals. Criteria for entry into the program, along with projected enrollment figures. Connection to other WCC programs, as well as accrediting agencies or professional organizations. Special features of the program.	The Liberal Arts (MACRAO) Certificate program is intended for students who are planning on completing an Associate in Arts or Science Degree at Washtenaw Community College. It is also intended for those planning on transferring to a four-year college or university after completing one year of course work at Washtenaw. Completion of this certificate program will satisfy the MACRAO requirements (a transfer agreement in the State of Michigan that assists students with the transferability of general education requirements). NOTE: Students must earn a cumulative GPA of 2.0 or higher in each of the four areas. In addition, all courses must be completed with a "C- or higher". Required courses in the Liberal Arts Certificate are flexible and may be customized to meet the needs of the student based upon the transfer institution requirements. Most transfer institutions will accept a minimum of 60 credit hours from Washtenaw; therefore students are encouraged to take additional courses beyond the Liberal Arts Certificate requirements. Students seeking the Liberal Arts Certificate must work closely with the transfer school of choice as well as a Washtenaw Community College Advisor/Counselor to help ensure the appropriate courses are taken at Washtenaw.		
Need Need for the program with evidence to support the stated need.	DARS will be made available to students to track their progress toward a degree. It will be easier to track their progress by making Liberal Arts (MACRAO) a certificate program. Students will be encouraged to focus on the MACRAO/General Education requirements needed to earn an associate degree at WCC or a 2 or 4-year degree at another institution. Provides the ability to administratively track students and better determine the number of students who are enrolled solely for the purpose of completing the MACRAO/General Education requirements.		
Program Outcomes/Assessment State the knowledge to be gained, skills to be learned, and attitudes to be developed by students in the program. Include assessment methods that will be used to determine the effectiveness of the program.	<u>Outcomes</u> Successfully transfer MACRAO/General Education courses to college of student's choice	<u>Assessment method</u> Transfer data gathered by Institutional Research and the Clearinghouse	

Please return completed form to the Office of Curriculum & Assessment and email an electronic copy to sjohn@wccnet.edu for posting on the website.

<p>Curriculum</p> <p>List the courses in the program as they should appear in the catalog. List minimum credits required. Include any notes that should appear below the course list.</p>	<p>MACRAO Transfer Requirements</p> <p><i>Note: Some MACRAO-approved courses do not meet WCC General Education requirements. Check pages 68 and 69 for approved courses. Courses that do not meet WCC General Education requirements are in bold below.</i></p> <p>I. English Composition (6 credits)</p> <p>Composition (ENG) 111, 226</p> <p>II. Social Science (8-9 Credits in more than one discipline)</p> <p>Anthropology (ANT) 201, 202, 205</p> <p>Economics (ECO) 110, 211, 222, 280</p> <p>Geography (GEO) 101, 212</p> <p>History (HST) 121, 122, 123, 150, 200, 201, 202, 210, 215, 216, 220, 230, 235, 240, 251, 260, 270</p> <p>Political Science (PLS) 112, 150, 211, 220, 250</p> <p>Psychology (PSY) 100, 107, 130, 150, 200, 206, 207, 209, 210, 220, 232, 240, 251, 257, 260, 273</p> <p>Sociology (SOC) 100, 155, 202, 205, 207, 225, 230, 250</p> <p>III. Science and Math (8-9 Credits in more than one discipline; one course must be a laboratory course; laboratory courses are underlined.)</p> <p>Astronomy (AST) 100, 111</p> <p>Biology (BIO) ... <u>101, 102</u>, 103, <u>104</u>, 107, <u>109</u>, 110, <u>111</u>, <u>142</u>, 200, <u>201</u>, <u>208</u>, 212, <u>215</u>, <u>225</u>, <u>227</u>, <u>228</u>, <u>237</u>,</p> <p>Chemistry (CEM) <u>105</u>, <u>111</u>, <u>122</u>, <u>140</u>, <u>211</u>, <u>222</u></p> <p>Geology (GLG) <u>100</u>, 103, 104, 109, 110, <u>114</u>, <u>125</u>, 202*, 219, 289</p> <p>Mathematics (MTH) 125**, 148*, 149*, 160, 169, 176, 178, 180, 181, 182, 191, 192, 197, 293, 295</p> <p>Physics (PHY) <u>100*</u>, <u>105</u>, <u>111</u>, <u>122</u>, <u>211</u>, <u>222</u></p> <p><i>*For students in elementary or early childhood education</i></p> <p><i>** May be used for the AAS degree only</i></p> <p>IV. Humanities (8-9 Credits in more than one discipline)</p> <p>Arabic 111, 122</p> <p>Art (ART) 101, 102, 108, 111, 112, 114, 120, 122, 125, 127, 129, 130, 143, 150</p> <p>Communication (COM) 101, 102, 130, 142, 183, 200, 225</p> <p>Dance (DAN) 180, 200</p> <p>Drama (DRA) 152, 170, 208, 209</p> <p>French (FRN) 111, 122, 213, 224</p> <p>German (GRM) 111, 122</p> <p>Humanities (HUM) 101, 102, 103, 145, 146, 150, 160, 170, 175, 185</p> <p>Literature (ENG) 140, 160, 170, 181, 187, 200, 210, 211, 212, 213, 214, 222, 223, 224, 240, 242, 281</p> <p>Music (MUS) 142, 180</p> <p>Philosophy (PHL) 101, 123, 200, 205, 240, 244, 245, 250</p> <p>Spanish (SPN) 111, 122, 201, 224</p> <p>Total 30-33 Credits</p>																							
<p>Budget</p> <p>Specify program costs in the following areas, per academic year:</p>	<table border="1"> <thead> <tr> <th></th> <th>START-UP COSTS</th> <th>ONGOING COSTS</th> </tr> </thead> <tbody> <tr> <td>Faculty</td> <td>\$ 0 .</td> <td>\$ 0 .</td> </tr> <tr> <td>Training/Travel</td> <td>0 .</td> <td>0 .</td> </tr> <tr> <td>Materials/Resources</td> <td>0 .</td> <td>0 .</td> </tr> <tr> <td>Facilities/Equipment</td> <td>0 .</td> <td>0 .</td> </tr> <tr> <td>Other</td> <td>0 .</td> <td>0 .</td> </tr> <tr> <td>TOTALS:</td> <td>\$ 0 .</td> <td>\$ 0 .</td> </tr> </tbody> </table>				START-UP COSTS	ONGOING COSTS	Faculty	\$ 0 .	\$ 0 .	Training/Travel	0 .	0 .	Materials/Resources	0 .	0 .	Facilities/Equipment	0 .	0 .	Other	0 .	0 .	TOTALS:	\$ 0 .	\$ 0 .
	START-UP COSTS	ONGOING COSTS																						
Faculty	\$ 0 .	\$ 0 .																						
Training/Travel	0 .	0 .																						
Materials/Resources	0 .	0 .																						
Facilities/Equipment	0 .	0 .																						
Other	0 .	0 .																						
TOTALS:	\$ 0 .	\$ 0 .																						
<p>Program Description for Catalog and Web site</p>	<p>The Liberal Arts (MACRAO) Certificate program is intended for students who are planning on completing an Associate in Arts or Science Degree at Washtenaw Community College. It is also intended for those planning on transferring to a four-year college or university after completing one year of course work at Washtenaw. Completion of this certificate program will satisfy the MACRAO requirements (a transfer agreement in the State of Michigan that assists students with the transferability of general education requirements)</p>																							

Program Information	Accreditation/Licensure – N/A
	Advisors – Washtenaw Community College Advisor/Counselor
	Advisory Committee – N/A
	Admission requirements – No additional requirements
	Articulation agreements –
	Continuing eligibility requirements – N/A

Assessment plan:

Program outcomes to be assessed	Assessment tool	When assessment will take place	Courses/other populations	Number students to be assessed
Successfully transfer MACRAO/General Education courses to college of student's choice	Transfer data gathered by Institutional Research and the Clearinghouse	Fall 2012 and every three years thereafter	All certificate graduates	All

Scoring and analysis plan:

1. Indicate how the above assessment(s) will be scored and evaluated (e.g. departmentally developed rubric, external evaluation, other). Attach the rubric.

Transfer data will be gathered from the Clearinghouse a transfer percentage will be calculated

2. Indicate the standard of success to be used for this assessment.

70% of the students who complete the certificate will successfully transfer to another college within 2 years.

3. Indicate who will score and analyze the data.

Institutional Research has access to the Clearinghouse data and will analyze the data

4. Explain how and when the assessment results will be used for program improvement.

If transfer courses are not accepted and/or students fail to transfer a group will be identified to work with our main transfer institutions to identify any problems with the program as established.

REVIEWER	PRINT NAME	SIGNATURE	DATE
Department Chair/Area Director	B. A. Abernethy	[Signature]	02/20/09
Dean	Martha Showalter	Martha Showalter	2-20-09
Vice President for Instruction <input type="checkbox"/> Approved for Development <input checked="" type="checkbox"/> Final Approval	Roger M. Palay	Roger M. Palay	2/24/09
President	Larry Whitworth	Larry Whitworth	4/28/09
Board Approval			04/28/09

Program Information Report

Transfer and University Parallel Programs

If your goal is to continue your education toward a baccalaureate degree, then transfer and university parallel programs is the track for you. Complete the first two years of study in a supportive environment with small classes and personal attention.

Business (AABAS)
 Criminal Justice (AACJ)
 Digital Video Production (AADVP)
 Education, Elementary (AAELEM)
 Education, Secondary (AASECO)
 Exercise Science (ASESCI)
 Human Services (AAHUST)
 Liberal Arts Transfer (AALAT)
 Math and Science (ASMSAS)
 1. Pre-Medicine Concentration (BMED)
 2. Mathematics/Computer Science Concentration (COMS)
 3. Physics/Pre-Engineering Concentration (PHYS)

Before beginning any transfer program, a student should consult with an academic advisor or counselor to obtain a program articulation agreement, or a transfer guide. Early in the program, the student should contact an undergraduate advisor at the transfer college for specific admission and curriculum requirements and, if available, an unofficial transfer-credit evaluation.

Copies of articulation agreements and transfer guides are available in the Counseling Office on the second floor of the Student Center Building. Computers with access to the Internet Web sites of four-year colleges and universities are also available there.

Liberal Arts Transfer

This program of study can be individualized to meet your needs or the requirements of the transfer college or university.

Liberal Arts - MACRAO (CTLAM)

Certificate

Program Effective Term: Fall 2009

The Liberal Arts (MACRAO) Certificate program is intended for students who are planning on completing an associate in arts or science degree at Washtenaw Community College. It is also intended for those planning on transferring to a four-year college or university after completing one year of coursework at Washtenaw. Completion of this certificate program will satisfy the MACRAO requirements (a transfer agreement in the State of Michigan that assists students with the transferability of general education requirements).

Requirements	(30 credits)
I. Composition (ENG) 111, 226	6
II. Social Science (8-9 Credits in more than one discipline)	8-9
Anthropology (ANT) 201, 202, 205	
Economics (ECO) 110, 211, 222, 280	
Geography (GEO) 101, 212	
History (HST) 121, 122, 123, 150, 200, 201, 202, 210, 215, 216, 220, 230, 235, 240, 251, 260, 270	
Political Science (PLS) 112, 150, 211, 220, 250	
Psychology (PSY) 100, 107, 130, 150, 200, 206, 207, 209, 210, 220, 232, 240, 251, 257, 260, 273	
Sociology (SOC) 100, 155, 202, 205, 207, 225, 230, 250	
II. Science and Math (8-9 Credits in more than one discipline; one course must be a laboratory course; laboratory courses are noted below.)	8-9
Astronomy (AST) 100, 111	
Biology (BIO) 101, 102, 103, 104, 107, 109, 110, 111, 142, 200, 201, 208, 212, 215, 225, 227, 228, 237	
Chemistry (CEM) 105, 111, 122, 140, 211, 222	
Geology (GLG) 100, 103, 104, 109, 110, 114, 125, 202*, 219, 289	
Mathematics (MTH) 125**, 148*, 149*, 160, 169, 176, 178, 180, 181, 182, 191, 192, 197, 293, 295	
Physics (PHY) 100*, 105, 111, 122, 211, 222	

Program Information Report

*For students in elementary or early childhood education

** May be used for the AAS degree only

Lab Courses: BIO 101, 102, 104, 109, 111, 142, 201, 208, 215, 225, 227, 228, 237; CEM 105, 111, 122, 140, 211, 222; GLG 100, 114, 125; PHY 100, 105, 111, 122, 211, 222

IV. Humanities (8-9 Credits in more than one discipline)

8-9

Arabic (ARB) 111, 122

Art (ART) 101, 102, 108, 111, 112, 114, 120, 122, 125, 127, 129, 130, 143, 150

Communication (COM) 101, 102, 130, 142, 183, 200, 225

Dance (DAN) 180, 200

Drama (DRA) 152, 170, 208, 209

French (FRN) 111, 122, 213, 224

German (GRM) 111, 122

Humanities (HUM) 101, 102, 103, 145, 146, 150, 160, 170, 175, 185

Literature (ENG) 140, 160, 170, 181, 187, 200, 210, 211, 212, 213, 214, 222, 223, 224, 240, 242, 281

Music (MUS) 142, 180

Philosophy (PHL) 101, 123, 200, 205, 240, 244, 245, 250

Spanish (SPN) 111, 122, 201, 224

Courses that do not meet General Education Requirements: ART 101, 102, 108, 111, 112, 114, 120, 122, 125, 127, 129; COM 130; DAN 200; DRA 170, 208, 209; HUM 170

Minimum Credits Required for the Program:

30