



February 19, 2018

MEMORANDUM

TO: District Board of Trustees

FROM: Jim Murdaugh, President 

SUBJECT: 18-19 Collegiate High School Agreement - Leon County School District

Item Description

This item requests board approval for the 18-19 Collegiate High School Agreement between the College and Leon County School District.

Overview and Background

In compliance with Florida Statute 107.273, the members of the Articulation Councils of TCC and three public school districts met for the annual review of the collegiate high school agreements. The agreement identifies College and School District responsibilities for maintaining the Collegiate High School program. The Collegiate High School is funded based on the current dual enrollment formula. Per statute, TCC assesses the standard rate of tuition for courses on TCC's main campus. There are no charges for courses offered on the high school campus taught by qualified high school faculty.

The Collegiate High School program is another option for dual enrollment which allows high school students who are college ready in all subject areas and have a 3.5 or better unweighted high school GPA to enroll in at least 12 hours each semester at TCC. Students are allowed to take classes on the high school campus, at TCC's main campus, and online. Students are advised regarding their educational major and transfer institution. TCC works with the high school guidance counselors to make sure that the students are on track for success at both institutions.

Regular dual enrollment (3 to 11 hours a semester) and early admission remain as options for qualified high school students.

Past Actions by the Board

The Board approves Collegiate High School agreements for each district annually. Gadsden and Wakulla Collegiate High School agreements were approved at the January Board meeting. Leon County needed additional time for modifications due to organizational changes.

Funding/Financial Implications

Funding will be the same as for current dual enrollment students. TCC and the school district will assume some direct and indirect costs in compliance with statute.

Staff Resource

Feleccia Moore-Davis

Recommended Action

Approve the 18-19 Collegiate High School Agreement with Leon County School District.

COLLEGIATE HIGH SCHOOL PROGRAM

Tallahassee Community College and Leon County School Board

Introduction

The Collegiate High School Program Contract, as required by Section 1007.273(3), Florida Statutes, is made by and between the District Board of Trustees of Tallahassee Community College, hereinafter referred to as TCC, and the District School Board of Leon County, hereinafter referred to as the School Board.

The term of this Agreement shall be June 1, 2018 until May 31, 2019. Students may enroll in the Summer 2018 B Session.

The local Articulation Committee shall consist of the following: Committee members from the School Board will be appointed by the Superintendent of the School Board or designee. Committee members from TCC will be appointed by the President of TCC or designee.

I. A ratification or modification of all existing collegiate high school agreements

This agreement replaces any agreement between TCC and the School Board regarding the Collegiate High School Program Contract existing as of the start of the term set forth above.

II. Identify grade levels to be included in the collegiate high school program

Eligible grades 11 and 12 students shall have access to the Collegiate High School Program. Qualified students may begin taking courses during the Summer B term immediately following the conclusion of their sophomore year. Other grade levels would need written permission from the Assistant Superintendent for Academic Services.

III. Description of the collegiate high school program, including the delineation of courses and industry certifications offered, including online course availability; high school and college credits earned for each postsecondary course completed and industry certifications earned; student eligibility criteria; and the enrollment process and relevant deadlines

The program will allow eligible students to complete a minimum of 30 credit hours. All TCC courses listed on the 2017-2018 State Board of Education Dual Enrollment Equivalency List are available to students. Appendix A lists the courses available to

students, high school credit, and college credit earned for each course. Students may take courses on the main campus of TCC, on the High School campus, and/or online.

Industry Certifications

TCC courses leading to industry certifications are available to students. The courses are listed in Appendix B.

Students who earn industry certifications in high school may be eligible to earn college credit for the industry certification. The industry certification must have been earned in the past 18 months at the time the student enrolls in the Collegiate High School Program. Appendix B contains a list of the college credit that is available for industry certifications earned in high school.

Student Eligibility

- Students must have a 3.5 unweighted high school GPA. A GPA waiver will be given to students with a 3.25 to 3.49 unweighted high school GPA at the discretion of the high school principal or designee. The GPA waiver form must be completed and signed by the high school principal or designee at the time the Collegiate High School Program application is submitted.
- Students must be college ready in reading, writing, and mathematics based on eligible scores, as outlined by the Florida Department of Education, on the PERT, ACT, or SAT. Scores must be less than two years old at the time of enrollment.
- Students must maintain a 3.5 unweighted high school GPA to remain in the program. Students with a GPA waiver form must maintain an unweighted high school GPA between 3.25 and 3.49 to remain eligible. A waiver form is required each semester a student's high school GPA falls below 3.5.
- Students must maintain a 3.0 TCC GPA and a 75% successful completion rate in order to remain in the program.
- Any exceptions to the aforementioned eligibility stipulations must be mutually agreed upon by the Assistant Superintendent for Academic Services for the District and the College's designee.

Enrollment Process

- Students must submit a TCC College Application.
- Students must submit a TCC Collegiate High School Program Application.
- Students must submit an official high school transcript.
- Students must submit official PERT, ACT, or SAT test scores.
- Students must submit a signed student performance contract.
- Students and parents must complete an advising session.

Deadline

- Applications and supporting documents are due by May 30, 2018.

IV. Description of the methods, medium, and process by which students and their parents are annually informed about the availability of the collegiate high school program, the return on investment associated with participation in the program, and the information described in paragraphs (I) and (II)

TCC will work collaboratively with the School Board to jointly provide information to students and their parents through information sessions. TCC will also provide information via the TCC website and through flyers. TCC shall work with the high school to communicate directly with parents and students about the Collegiate High School Program.

The return on investment associated with participation in the program will be listed in a flyer. The flyer will show that students have the opportunity to earn 30 credit hours at no cost to the student. Traditional college students pay \$100.83 per credit hour which is \$3,024.90 for a total of 30 credit hours. The average cost of textbooks is \$150.00 per course which is covered by the high school.

V. Identification of the delivery methods for instruction and the instructors for all courses

All online courses and main campus courses that are included in Appendix A are available to the Collegiate High School Program students. All TCC instructors teaching online and main campus courses will be eligible to deliver instruction to the Collegiate High School Program students.

Courses that are offered on the high school campus will be taught by high school instructors who meet TCC's faculty credentials for teaching college level courses and have been interviewed by and approved by the appropriate TCC Dean or in some cases by TCC instructors. A list of the high school instructors is provided in Appendix C. Specific instructors may not be established at the time of this Agreement. Thus, an addendum to this Agreement will be added for each semester to specify high school course instructors.

VI. Identification of student advising services and progress monitoring mechanisms TCC

shall provide advising services to students participating in the Collegiate High School Program. TCC will designate a specific advisor to work with each student in the Collegiate High School. TCC will also work collaboratively with high school guidance counselors to provide guidance to students. TCC and the high school guidance counselors will jointly work to monitor the progress of students. TCC will use TCC's Starfish System to provide early alerts and progress surveys for students in the Collegiate High School Program. Both TCC and the School Board will ensure that students and their parents understand the amount of work necessary to succeed in college courses.

VII. Description of a program review and reporting mechanism regarding student performance outcomes

TCC's Office of Institutional Effectiveness will provide an annual program review. TCC's Office of Institutional Effectiveness will also provide relevant data regarding student performance outcomes annually to appropriate college and high school personnel. TCC's Office of Academic Affairs will monitor and ensure quality and consistency.

TCC's Office of Academic Affairs will ensure that all faculty are evaluated during the academic year. An academic dean or designee will make a classroom visit after which a written evaluation will be provided to the Collegiate High School Program faculty member for his/her signature. The evaluation will be maintained on file by TCC.

VIII. Terms of funding arrangements to implement the collegiate high school program

Collegiate High School Program students shall be exempt from paying registration, matriculation, and laboratory fees.

Textbook Costs & ADA Accommodation Costs

Textbooks and electronic access to textbooks will be provided to students by the School Board. Textbooks purchased by the School Board shall remain the property of the School Board as specified in Section 1007.271 (17), F.S. TCC will continue its efforts to reduce the cost of textbooks and materials to the School Board. The costs of ADA accommodations for Collegiate High School Program students with disabilities taking courses on TCC's campus will be covered by TCC. The costs of ADA accommodations for Collegiate High School Program students with disabilities taking courses on the high school campus will be covered by the School Board.

Standard Tuition Rate

According to 1007.273(6) and 1007.271, F.S., the School Board is required to pay the standard tuition rate per credit hour to TCC for instruction taking place on the college campus for dual enrolled students. The approved standard tuition for FY 2018-2019 is \$71.98 per credit hour and \$2.33 per contact hour for career certificate programs. The rate will be charged for courses taking place on TCC's main campus, TCC's educational centers, and distance learning courses.

TCC will not charge tuition to the School Board for Summer dual enrollment students. TCC also will not limit participation based upon capacity, F.S. 1007.271(4) in any term.

TCC will use the fees collected to enhance the Collegiate High School Program. TCC will promote Collegiate High School Program participation, increase capacity, and

enrich the quality of services associated with the Collegiate High School Program. The School Board's payment of tuition to TCC will increase the number of counselors available to the Collegiate High School Program in order to help prepare students for transition to college, to counsel students in meta-majors and programs of study, and to track and provide feedback to students on their progress. TCC will also provide high school faculty and counselor training for dual enrollment.

Instructional Costs

It is the responsibility of the School Board to provide full instructional costs for Collegiate High School Program courses occurring on the high school site. For instruction occurring on the high school sites by college faculty, the School Board must reimburse TCC for the costs associated with the proportion of salary and benefits.

TCC cannot guarantee the availability of instructors for Collegiate High School Program offered at the high school. Schools can assist TCC by recommending qualified School Board instructors for consideration for teaching Collegiate High School Program courses offered at the high school.

TCC regularly uses high school faculty to teach both dual enrollment and regular TCC courses and incorporates training, mentoring, and assessment of these faculty into its regular adjunct program. Therefore, TCC's costs associated with instruction occurring on the high school site by TCC approved high school faculty who are paid by the School Board will be considered a normal part of TCC's obligation to its faculty for training and mentoring; no costs will be assessed.

Invoicing for Financial Obligations

TCC will invoice the School Board for financial obligations within 10 business days of TCC's Census date which is normally after the 5th day of class each semester.

IN WITNESS WHEREOF, the School Board of Leon County, Florida and The District Board of Trustees, Tallahassee Community College, Florida have adopted this agreement and caused it to be executed by their respective chairs and chief executive officers, in accordance with Section 1007.273, F.S., Collegiate High School Program Contract.

Date

Chair, The District Board of Trustees,
Tallahassee Community College, Florida

Date

President, Tallahassee Community College

Date

Chair, Leon County School Board

Date

Superintendent, Leon County School District

Appendix A

2017-2018 Dual Enrollment Course – High School Subject Area Equivalency List for Tallahassee Community College Courses

This list should not be interpreted as the total number of dual enrollment courses available. Current law allows for any course in the Statewide Course Numbering System, with the exception of remedial courses and Physical Education skills courses, to be offered as dual enrollment. Three-credit (or equivalent) postsecondary courses taken through dual enrollment that are not listed below shall be awarded at least 0.5 high school credits (postsecondary courses offered for fewer than three (3) credits may earn less than 0.5 high school credit), either as an elective or subject area credit as designated in the local dual enrollment articulation agreement.

Any upper-level (3000-4000) postsecondary course that uses as a prerequisite one of the courses on this list that are awarded 1.0 high school credit shall also receive 1.0 high school credit.

ENGLISH

TCC Course	TCC Course Title	TCC Credit Hours	High School Graduation Subject Requirement Satisfied	High School Credit Awarded
AML2301	Major American Writers	3	English	1.0
ENC1101	College Composition	3	English	1.0
ENC1102	Argument and Persuasion	3	English	1.0
ENL2000	British Literature	3	English	1.0
LIT2100	Masterpieces of World Literature	3	English	1.0

FOREIGN LANGUAGE

Foreign Language Courses: All four-credit foreign language courses (including American Sign Language), shall be awarded one full high school elective credit. Courses offered for three credits are awarded at least 0.5 high school elective credit.

TCC Course	TCC Course Title	TCC Credit Hours	High School Graduation Subject Requirement Satisfied	High School Credit Awarded
FRE1120	Elementary French I	4	Elective: Foreign Language	1.0
FRE1121	Elementary French II	4	Elective: Foreign Language	1.0
GER1120	Elementary German I	4	Elective: Foreign Language	1.0
GER1121	Elementary German II	4	Elective: Foreign Language	1.0
ITA1120	Beginning Italian I	4	Elective: Foreign Language	1.0
ITA1121	Beginning Italian II	4	Elective: Foreign Language	1.0
LAT1120	Beginning Latin I	4	Elective: Foreign Language	1.0
LAT1121	Beginning Latin II	4	Elective: Foreign Language	1.0
SPN1120	Elementary Spanish I	4	Elective: Foreign Language	1.0
SPN1121	Elementary Spanish II	4	Elective: Foreign Language	1.0
SPN2220	Intermediate Spanish	4	Elective: Foreign Language	1.0
SPN2240	Intermediate Conversational Spanish I	3	Elective: Foreign Language	1.0

MATHEMATICS

TCC Course	TCC Course Title	TCC Credit Hours	High School Graduation Subject Requirement Satisfied	High School Credit Awarded
MAC1105	College Algebra	3	Mathematics	1.0
MAC1114	Precalculus Trigonometry	3	Mathematics	1.0
MAC1140	Precalculus Algebra	3	Mathematics	1.0
MAC1147	Precalculus Algebra and Trigonometry	5	Mathematics	1.0
MAC2233	Calculus for Management	3	Mathematics	1.0
MAC2311	Calculus with Analytic Geometry I	5	Mathematics	1.0

MAC2312	Calculus with Analytic Geometry I	5	Mathematics	1.0
MAC2313	Calculus with Analytic Geometry I	4	Mathematics	1.0
MAP2302	Differential Equations	3	Mathematics	1.0
MGF1106	Mathematics for Liberal Arts I	3	Mathematics	1.0
MGF1107	Mathematics for Liberal Arts II	3	Mathematics	1.0
STA2023	Introductory Statistics	3	Mathematics	1.0
STA2122	Introduction to Applied Statistics	4	Mathematics	1.0

PERFORMING AND FINE ARTS

Subject area credit in Performing/Fine Arts is awarded for approved courses regardless of whether a lab is taken with the course.

All performing fine arts courses must be taken for 3.0 or more college credit hours in order to be guaranteed 0.5 high school credits.

TCC Course	TCC Course Title	TCC Credit Hours	High School Graduation Subject Requirement Satisfied	High School Credit Awarded
ARH2050	Introduction to Art History and Art Criticism I	3	Performing/Fine Arts	0.5
ARH2051	Introduction to Art History and Art Criticism II	3	Performing/Fine Arts	0.5
ARH2500	Non-Western Art History	3	Performing/Fine Arts	0.5
ART1150C	Introduction to Jewelry Making	3	Performing/Fine Arts	0.5
ART1202C	Design I	3	Performing/Fine Arts	0.5
ART2203C	Introduction to Design II	3	Performing/Fine Arts	0.5
ART1205C	Color: Theory and Practice	3	Performing/Fine Arts	0.5
ART1300C	Drawing I	3	Performing/Fine Arts	0.5
ART2301C	Drawing II	3	Performing/Fine Arts	0.5
ART1330C	Figure Drawing	3	Performing/Fine Arts	0.5
ART1340C	Beginning Illustration	3	Performing/Fine Arts	0.5

ART2400C	Introduction to Printmaking	3	Performing/Fine Arts	0.5
ART2500C	Painting I	3	Performing/Fine Arts	0.5
ART2501C	Painting II	3	Performing/Fine Arts	0.5
FIL2000	Film Appreciation	3	Performing/Fine Arts	0.5
FIL1031	History of Film I	3	Performing/Fine Arts	0.5
GRA1103C	Computer Based Design I	3	Performing/Fine Arts	0.5
MUH2011	Introduction to Music History	3	Performing/Fine Arts	0.5
MUL1110	Music Appreciation	3	Performing/Fine Arts	0.5
PGY2401C	Darkroom Photography	3	Performing/Fine Arts	0.5
PGY2801C	Photoshop	3	Performing/Fine Arts	0.5
SPC1017	Fundamentals of Interpersonal Communication	3	Performing/Fine Arts	0.5
SPC1062	Business and Professional Speaking	3	Performing/Fine Arts	0.5
SPC2608	Public Speaking	3	Performing/Fine Arts	0.5
THE1000	Introduction to the Theatre	3	Performing/Fine Arts	0.5
TPP2110	Fundamentals of Acting	3	Performing/Fine Arts	0.5
TPP2111	Advanced Acting	3	Performing/Fine Arts	0.5
DAA1100	Contemporary Dance	1	Performing/Fine Arts	0.5
DAA1101	Contemporary Dance II	1	Performing/Fine Arts	0.5
DAA1200	Ballet I	1	Performing/Fine Arts	0.5
DAA01201	Ballet II	1	Performing/Fine Arts	0.5
MUN1310	College Choral	1	Performing/Fine Arts	0.5
MUN1340	Vocal Ensemble	1	Performing/Fine Arts	0.5

PHYSICAL EDUCATION

Please note: These courses only satisfy personal fitness, students must still complete another 0.5 credit physical education elective course to complete the 1.0 credit physical education graduation requirement.

TCC Course	TCC Course Title	TCC Credit Hours	High School Graduation Subject Requirement Satisfied	High School Credit Awarded
HSC1100	Concepts of Positive Living	3	Physical Education: Personal Fitness	0.5
HUN2270	Introduction to Sports Nutrition	3	Physical Education: Personal Fitness	0.5

SCIENCE

Criteria for Awarding High School Subject Area Credit in Science:

- Since all high school science courses (with lab) are awarded 1.0 high school science credits, then all college-level dual enrollment science courses (with lab) will be awarded 1.0 high school science credits.
- College-level dual enrollment science course **taken without a lab component** will be awarded 0.5 high school science credits.
- Note: Section 1003.428(2)(a)3, Florida Statutes, states that high school graduation requirements include successful completion of “Three credits in science, two of which must have a laboratory component.” Regardless of the number of science credits earned through dual enrollment, the requirement of two sciences **with a lab component** must be met to graduate.

Section 1003.428, Florida Statutes, requires three credits in science. One of the three credits must be Biology I or a series of courses equivalent to Biology I, one credit must be chemistry or physics or a series of courses equivalent to chemistry or physics, and one credit must be an equally rigorous course.

Biology I. Faculty reviewers have determined that the content in the sequence of BSCx010 and BSCx011 is comparable to the standards for Biology I and, therefore, may be used as preparation for the associated End-of-Course (EOC) assessment. BSCx010 and BSCx011 each may be assigned as an “equally rigorous” science course, but both must be completed for equivalency to Biology I and as preparation for Biology I EOC.

TCC Course	TCC Course Title	TCC Credit Hours	High School Graduation Subject Requirement Satisfied	High School Credit Awarded
AST1002	Introduction to Astronomy	3	Equally Rigorous	0.5
BOT1000	Plant Science	3	Equally Rigorous	0.5
AST1002	Introduction to Astronomy	3	Equally Rigorous	0.5
BSC1005	Introduction to the Biological Sciences	3	Equally Rigorous	0.5
BSC1005/ BSC1005L	Introduction to the Biological Sciences plus Lab	4	Equally Rigorous	1.0
BSC2010	Biology for Science Majors I	3	Biology I (with BSCX011) or Equally Rigorous	0.5
BSC2010/ BSC2010L	Biology for Science Majors I plus Lab	4	Biology I (with BSCX011) or Equally Rigorous	1.0
BSC2011	Biology for Science Majors II	3	Biology I (with BSCX010) or Equally Rigorous	0.5
BSC2011/ BSC2011L	Biology for Science Majors II plus Lab	4	Biology I (with BSCX010) or Equally Rigorous	1.0
BSC1020	Introduction to Human Biological Sciences	3	Equally Rigorous	0.5
BSC1050	Environmental Systems	3	Equally Rigorous	0.5
BSC1084C	Human Biology: Essentials of Anatomy and Physiology	4	Equally Rigorous	1.0
BSC2085	Anatomy and Physiology I	3	Equally Rigorous	0.5
BSC2085/ BSC2085L	Anatomy and Physiology I plus Lab	4	Equally Rigorous	1.0
BSC2086	Anatomy and Physiology II	3	Equally Rigorous	0.5
BSC2086/ BSC2086L	Anatomy and Physiology II plus Lab	4	Equally Rigorous	1.0
BSC2250C	Field Biology of Florida with Lab	4	Equally Rigorous	1.0
CHM1020	Chemistry for General Education	3	Equally Rigorous	0.5
CHM1030	General Chemistry for Allied Health	3	Equally Rigorous	0.5
CHM1030/ CHM1030L	General Chemistry for Allied Health plus Lab	4	Equally Rigorous	1.0
CHM1045	General Chemistry I	3	Equally Rigorous	0.5

CHM1045/ CHM1045L	General Chemistry I plus Lab	4	Equally Rigorous	1.0
CHM1046	General Chemistry II	3	Equally Rigorous	0.5
CHM1046/ CHM1046L	General Chemistry II plus Lab	4	Equally Rigorous	1.0
CHM2210	Organic Chemistry I	3	Equally Rigorous	0.5
CHM2210/ CHM2210L	Organic Chemistry I plus Lab	4	Equally Rigorous	1.0
CHM2211	Organic Chemistry II	3	Equally Rigorous	0.5
CHM2211/ CHM2211L	Organic Chemistry II plus Lab	4	Equally Rigorous	1.0
ESC1000	Earth and Its Environment	3	Equally Rigorous	0.5
ESC1000/ ESC1000L	Earth and Its Environment plus Lab	4	Equally Rigorous	1.0
GLY1030	Environmental Geology	3	Equally Rigorous	0.5
GLY2010	Physical Geology	3	Equally Rigorous	0.5
GLY2010/ GLY2010L	Physical Geology plus Lab	4	Equally Rigorous	1.0
MCB2004	General Microbiology	3	Equally Rigorous	0.5
MCB2004/ MCB2004L	General Microbiology plus Lab	4	Equally Rigorous	1.0
MET1010	Meteorology	3	Equally Rigorous	0.5
OCE1001	Introduction to Oceanography	3	Equally Rigorous	0.5
PHY1020	Energy and Its Environmental Effects	3	Equally Rigorous	0.5
PHY1053	Elementary College Physics	3	Equally Rigorous	0.5
PHY1053/ PHY1053L	Elementary College Physics plus Lab	4	Equally Rigorous	1.0
PHY1054	Elementary College Physics II	3	Equally Rigorous	0.5
PHY1054/ PHY1054L	Elementary College Physics II plus Lab	4	Equally Rigorous	1.0
PHY2048	General Physics I	4	Equally Rigorous	0.5
PHY2048/ PHY2048L	General Physics I plus Lab	5	Equally Rigorous	1.0
PHY2049	General Physics II	4	Equally Rigorous	0.5
PHY2049/ PHY2049L	General Physics II plus Lab	5	Equally Rigorous	1.0
PSC1121	Introduction to Physical Sciences	3	Equally Rigorous	0.5

SOCIAL STUDIES

Social studies requirements for high school graduation in Florida are prescribed by statute. Unless indicated on the list below, **all college social science courses taken through dual enrollment receive elective credit.**

United States History. Faculty reviewers have determined that the content in the sequence of AMHx010 and AMHx020 is comparable to the standards for United States History and, therefore, may be used as preparation for the associated End-Of-Course (EOC) assessment. For any other AMH course or set of courses taken through dual enrollment, the school district and postsecondary institution may determine if that course or set of courses may be used as preparation for the U.S. History EOC. The AMH courses on this list, or those designated by the school district, may each satisfy 0.5 U.S. History credits toward high school graduation.

Economics. Section 1003(4282(3)(d), FS, requires one-half credit in economics, which must include financial literacy. The district and college will determine if the local postsecondary economics course meets this requirement.

TCC Course	TCC Course Title	TCC Credit Hours	High School Graduation Subject Requirement Satisfied	High School Credit Awarded
AMH2010	History of the United States I	3	Social Studies: United States History (EOC)	0.5
AMH2020	History of the United States II	3	Social Studies: United States History (EOC)	0.5
AMH1041	American Experience I	3	Social Studies: United States History	0.5
AMH1050	American Experience II	3	Social Studies: United States History	0.5
POS1041	National Government	3	Social Studies: United States Government	0.5
WHO2012	History of Civilization I	3	Social Studies: World History	0.5
WHO2022	History of Civilization II	3	Social Studies: World History	0.5

PRACTICAL ARTS AND CAREER CREDIT

All postsecondary courses taken through dual enrollment for three credits or higher that are part of a postsecondary career/technical program of study (Technical Certificate, Advanced Technical Certificate, ATD, AAS, AS) shall be awarded at least 0.5 elective credits toward high school graduation.

Appendix B

<i>Industry Certifications</i>	State & TCC Articulated Pathway		
	Course ID	Credit Hours	Notes
LH, LCHS: Administrative Assisting/ Intro to Computer Technology to Office Administration A.S (#2107).; Office Management CCC (#6334)			
Microsoft Office Master MICRO017	CGS2100 Microcomputer Applications for Business	3	
MOS Microsoft Office Word 2010 /2013	CTS1220C MS Specialist Word	3	
MOS Microsoft Office PowerPoint 2010/2013	CTS1230C MS Specialist PowerPoint	3	
MOS Microsoft Office Excel 2010/2013	CTS2225C MS Specialist Excel	3	
MOS Microsoft Office Access 2010/2013	CTS2401C MS Specialist Access	3	
RHS: Allied Health Assisting to Emergency Medical Services Technology A.S. (#2104); Emergency Medical Technician CCC (B312)			
CPR, Emergency Medical Responder EMR NREMT001	HSC2531 Medical Terminology	3	
	TBD	3	
	EMS1059C First Responder Credential	3	
CHS: Criminal Justice to Criminal Justice Technology A.S. (#2138)			
IC3 certification	CGS1060 Computer and Internet Literacy	3	
Program Completion	CCJ1020 The Criminal Justice System	3	
CHS, GHS, LHS, LCHS, SAIL: Digital Design to Graphic Design Technology A.S. (#2125)			
CIW Master Designer PROSO004	Professional Elective TBD	3	
IC3 certification	CGS1060 Computer and Internet Literacy	3	
Adobe Certified Associate	Program Courses TBD (GRA1131C proposed)	Up to 6	
LCHS: Early Childhood Education to Early Childhood Development, Education and Management A.S. (#2123)			
Child Development Associate CPREC001, FCCPC	EEC1308 Education of the Young Child	3	
	EDF1004 Educational Field Experience	3	
	EEC1907 Directed Observation and Participation	3	
GHS: Engineering Technology/Computer Integrated Manufacturing to Drafting and Design A.S.(#2135); Engineering Technology A.S. (#2163)			
Autodesk Certified User - AutoCAD ADESK002	ETD1320 Introduction to CAD	3	

Appendix C

All TCC Faculty will be teaching Collegiate High School Program students taking courses online or on TCC's Main Campus.

Courses taught on the high school campus consist of the following:

Course	Instructor	Delivery Method