

Degree, Certificate of Achievement and Certificate of Completion Requirements

I. Degree, Certificate of Achievement and Certificate of Completion

AWARD	CREDIT HOUR REQUIREMENT	MINIMUM REQUIREMENTS	COMMENTS
Associate of Arts Degree (AA)	60 – 74	35 credit hours to include each of the following areas: <ul style="list-style-type: none"> • Communication (9 credit hours) • Math (3 credit hours) • Laboratory Science (8 credit hours) • Social/Behavioral Science (6 – 9 credit hours) • Humanities/Fine Arts (6 – 9 credit hours) • Must assess CNM’s general education and program level outcomes • Computer Literacy (IT 1010) 	<ul style="list-style-type: none"> • The Instructional School will consider exceptions to the upper credit hour limit. • Requires Deans Council review and VPAA, CCC, Governing Board approval.
Associate of Science Degree (AS)	60 – 74	35 credit hours to include each of the following areas: <ul style="list-style-type: none"> • Communication (9 credit hours) • Math (6 credit hours) • Laboratory Science (8 credit hours) • Social/Behavioral Science (6 credit hours) • Humanities/Fine Arts (6 credit hours) • Must assess CNM’s general education and program level outcomes. • Computer Literacy (IT 1010) 	<ul style="list-style-type: none"> • The Instructional School will consider exceptions to the upper credit hour limit. • Requires Deans Council review and VPAA, CCC, Governing Board approval.

-Approved by ALT – April 2005
 -Updated (name changes) – October 2007
 -Updated (name changes) – May 2008
 -Updated (Certificates) – Oct 2008
 -Updated (remove Explanations) – April 12, 2010

-Updated (modify AS and AAS; restore and revise Explanations) – October 13, 2010
 -Updated (remove HED approval, remove “at least two disciplines” from AA and AS degrees, add IT 1010 to General Education requirements, reword “Core Competencies”) – November 28, 2012

Associate of Applied Science Degree (AAS)	60 – 74	<p>15 credit hours to include one course from each of the following areas:</p> <ul style="list-style-type: none"> • Communication • Math • Social/Behavioral Science, Humanities/Fine Arts (Human Relations) • Computer Literacy (IT 1010) • Choice of 3 credits selected from Communication, Humanities/Fine Arts, Laboratory Science, Mathematics or Social/Behavioral Science • Must assess CNM’s general education and program level outcomes. 	<ul style="list-style-type: none"> • The Instructional School will consider exceptions to the upper credit hour limit. • Requires Deans Council review and VPAA, CCC, Governing Board approval.
Certificate of Achievement	1 - 15	<ul style="list-style-type: none"> • A Certificate of Achievement must provide employment related and/or career enhancing skills necessary to succeed in a job or a chosen field of study. The courses will often be a subset of those required for a corresponding Certificate of Completion or Associate’s Degree. • Must identify and annually assess technical exit competencies if courses are <u>not</u> wholly assessed within an existing Certificate of Completion or Associate’s Degree. 	<ul style="list-style-type: none"> • Requires Deans Council review and VPAA, CCC, and Governing Board approval. • PBIR tracks and reports this data to NM HED.

<p>Certificate of Completion</p>	<p>16 - 59</p>	<ul style="list-style-type: none"> • A Certificate of Completion may be awarded for a specified course of study within 16-59 credit hours. • Certificates having 45 or more credit hours must contain 6 general education credit hours. • The Certificate of Completion must provide employment related and/or career enhancing skills necessary to succeed in a job or a chosen field of study. The courses will often be a subset of those required for a corresponding Associate's Degree. • Must identify and annually assess technical exit competencies if course content is <u>not</u> wholly contained within an existing Associate Degree. 	<ul style="list-style-type: none"> • Requires Deans Council review and VPAA, CCC, and Governing Board approval. • PBIR tracks and reports this data to NM HED.
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EXPLANATIONS

1. “Communication” is used as a general category of coursework, not as a discipline, Disciplines within the category “communication” include COMM, ENG, JOUR.
2. Math and Science includes MATH, ASTR, BIO, CHEM, GEOG 1101/1192, GEOL, NS, PHYS
3. Social and Behavioral Science include ANTH, ECON, GNHN, GEOG (except 1101/1192), PSCI, PSY, SOC
4. Humanities includes ARBC, AAST, AFST, CHMS, CST, HIST, FREN, GNHN, HUM, NATV, PHIL, PORT, RLG, WMST, ENG (Literature), SPAN
5. Fine Arts includes ART, MUS, THEA
6. The following examples may be considered as exceptions to the upper credit hour limit for associate degrees:
 - a. National benchmarks for the same program of study
 - b. Federal requirements
 - c. National accreditation requirements
 - d. Programs that will transfer students as “rising” juniors
 - e. Clock hour requirements for state licensure

COMMENT: The instructional school is expected to evaluate and determine the appropriate level of preparation required and/or valued (level of compensation) for entry-level employees. Additional skills may be offered through continuing education.

7. CNM has identified **General Education Outcome Areas** that all CNM graduates will demonstrate upon completion of the program of study. These outcomes represent the most deeply held values of the college. They help ensure that our graduates will be informed and committed citizens, valued employees and fully prepared transfer students. The eight General Education Outcome Areas for the AA and AS degrees are Communication, Mathematics, Lab Science, Social/Behavioral Science, Humanities/Fine Arts, Computer Literacy, Critical Thinking, and Life Skills/Teamwork. The six General Education Outcome Areas for the AAS degrees are Written Communication, Mathematics, Human Relations, Computer Literacy, Critical Thinking, and Life Skills/Teamwork.
8. State of NM General Education Common Core Curriculum taken from NM Higher Education Department website:
<http://hed.state.nm.us/Matrix/CoreCurriculum.aspx>

The Lower-Division General Education Common Core Curriculum (Associate of Arts)

Area I: Communications select 9 credit hours

(a) College-Level English Composition 3-4 hrs

(b) College-Level Writing (a second course building on the above) 3 hrs

(c) Oral Communication 3 hrs

Area II: Mathematics select 3 credit hours

(a) College Algebra or higher (except Math for Teachers courses) 3 hrs

Area III: Laboratory Science select 8 credit hours

Area IV: Social/Behavioral Sciences select 6-9 credit hours

Area V: Humanities and Fine Arts select 6-9 credit hours

Areas IV and V must total 15 credit hours

Total to be selected 35 credit hours

The Lower - Division General Education Common Core Curriculum (Associate of Science)

Area I: Communications	select 9 credit hours
(a) College-Level English Composition	3-4 hrs
(b) College-Level Writing (a second course building on the above)	3 hrs
(c) Technical Writing or Oral Communication	3 hrs
Area II: Mathematics	select 6 credit hours
(a) College Algebra or higher (except Math for Teachers courses)	6 hrs
Area III: Laboratory Science	select 8 credit hours
Area IV: Social/Behavioral Sciences	select 6 credit hours
Area V: Humanities and Fine Arts	select 6 credit hours
Total to be selected	35 credit hours