Program Curriculum Summaries for Prospective and Continuing Students

MIDHEUG Alliance 2017

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Presenters

- Rachelle Scalzo – Institutional Effectiveness Coordinator, Madison Area Technical College

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Madison Area Technical College

- Main campus located in Madison Wisconsin
  - Three metro campuses
  - Four regional campuses
- Nearly 40,000 degree and continuing education students
- PeopleSoft Version 9.0 Bundle 46
  - Upgrading to 9.2 early 2018
- PeopleTools 8.53
- Using HighPoint for mobile

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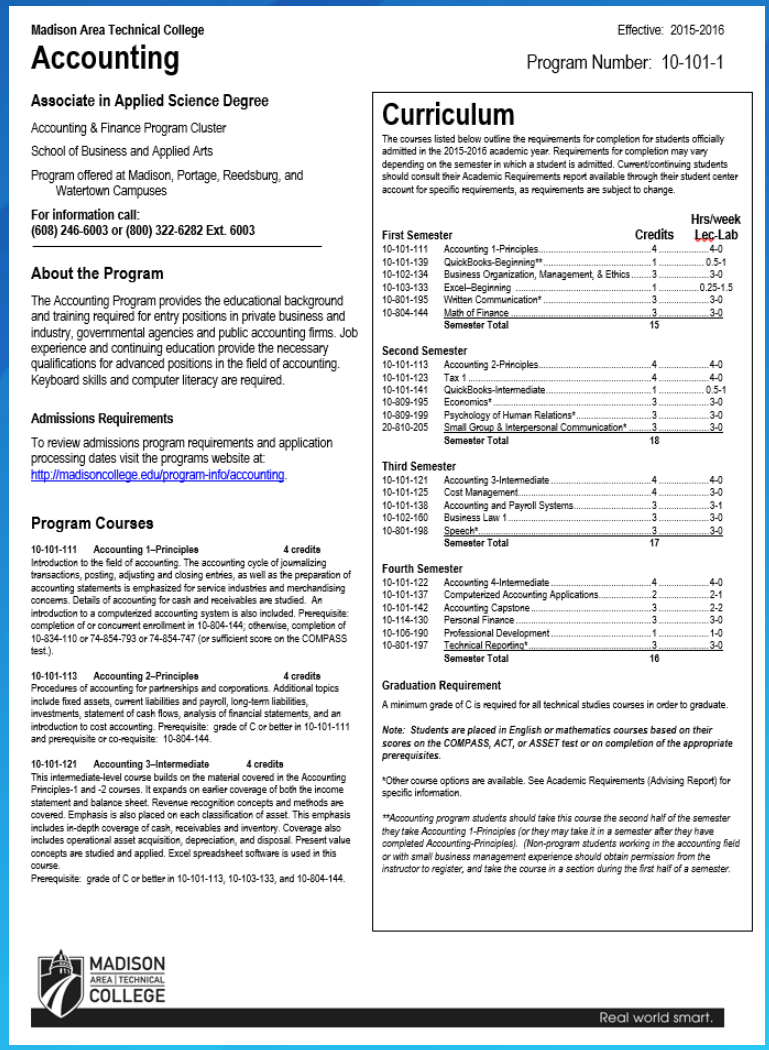
Summarizing Our Curriculum…

- How do we give prospective students an at-a-glance view of program curriculum?
- How do we give our continuing students an at-a glance view of progress toward degree completion?

Where we started…the PDF Curriculum Sheets….

- The PDF Curriculum Sheets gave students an at-a-glance look at a program's curriculum.
- Students used them to check off program requirements as they progressed through their program
- Didn't update with program requirements
- Could not continue to be supported on our new website



Madison Area Technical College

Effective: 2015-2016

Accounting

Program Number: 10-101-1

Associate in Applied Science Degree

Accounting & Finance Program Cluster

School of Business and Applied Arts

Program offered at Madison, Portage, Reedsburg, and Watertown Campuses

For information call:
(608) 246-6003 or (800) 322-6282 Ext. 6003

About the Program

The Accounting Program provides the educational background and training required for entry positions in private business and industry, governmental agencies and public accounting firms. Job experience and continuing education provide the necessary qualifications for advanced positions in the field of accounting. Keyboard skills and computer literacy are required.

Admissions Requirements

To review admissions program requirements and application processing dates visit the programs website at: http://madisoncollege.edu/program-info/accounting.

Program Courses

10-101-111 Accounting 1–Principles 4 credits
Introduction to the field of accounting. The accounting cycle of journalizing transactions, posting, adjusting and closing entries, as well as the preparation of accounting statements is emphasized for service industries and merchandising concerns. Details of accounting for cash and receivables are studied. An introduction to a computerized accounting system is also included. Prerequisite: completion of or concurrent enrollment in 10-804-144; otherwise, completion of 10-834-110 or 74-854-793 or 74-854-747 (or sufficient score on the COMPASS test.).

10-101-113 Accounting 2–Principles 4 credits
Procedures of accounting for partnerships and corporations. Additional topics include fixed assets, current liabilities and payroll, long-term liabilities, investments, statement of cash flows, analysis of financial statements, and an introduction to cost accounting. Prerequisite: grade of C or better in 10-101-111 and prerequisite or co-requisite: 10-804-144.

10-101-121 Accounting 3–Intermediate 4 credits
This intermediate-level course builds on the material covered in the Accounting Principles-1 and -2 courses. It expands on earlier coverage of both the income statement and balance sheet. Revenue recognition concepts and methods are covered. Emphasis is also placed on each classification of asset. This emphasis includes in-depth coverage of cash, receivables and inventory. Coverage also includes operational asset acquisition, depreciation, and disposal. Present value concepts are studied and applied. Excel spreadsheet software is used in this course.
Prerequisite: grade of C or better in 10-101-113, 10-103-133, and 10-804-144.

Curriculum

The courses listed below outline the requirements for completion for students officially admitted in the 2015-2016 academic year. Requirements for completion may vary depending on the semester in which a student is admitted. Current/continuing students should consult their Academic Requirements report available through their student center account for specific requirements, as requirements are subject to change.

		Credits	Hrs/week Lec-Lab
First Semester			
10-101-111	Accounting 1-Principles	4	4-0
10-101-139	QuickBooks-Beginning**	1	0.5-1
10-102-134	Business Organization, Management, & Ethics	3	3-0
10-103-133	Excel–Beginning	1	0.25-1.5
10-801-195	Written Communication*	3	3-0
10-804-144	Math of Finance	3	3-0
	Semester Total	15	
Second Semester			
10-101-113	Accounting 2-Principles	4	4-0
10-101-123	Tax 1	4	4-0
10-101-141	QuickBooks-Intermediate	1	0.5-1
10-809-195	Economics*	3	3-0
10-809-199	Psychology of Human Relations*	3	3-0
20-810-205	Small Group & Interpersonal Communication*	3	3-0
	Semester Total	18	
Third Semester			
10-101-121	Accounting 3-Intermediate	4	4-0
10-101-125	Cost Management	4	3-0
10-101-138	Accounting and Payroll Systems	3	3-1
10-102-160	Business Law 1	3	3-0
10-801-198	Speech*	3	3-0
	Semester Total	17	
Fourth Semester			
10-101-122	Accounting 4-Intermediate	4	4-0
10-101-137	Computerized Accounting Applications	2	2-1
10-101-142	Accounting Capstone	3	2-2
10-114-130	Personal Finance	3	3-0
10-105-190	Professional Development	1	1-0
10-801-197	Technical Reporting*	3	3-0
	Semester Total	16	

Graduation Requirement

A minimum grade of C is required for all technical studies courses in order to graduate.

Note: Students are placed in English or mathematics courses based on their scores on the COMPASS, ACT, or ASSET test or on completion of the appropriate prerequisites.

*Other course options are available. See Academic Requirements (Advising Report) for specific information.

***Accounting program students should take this course the second half of the semester they take Accounting 1-Principles (or they may take it in a semester after they have completed Accounting-Principles). (Non-program students working in the accounting field or with small business management experience should obtain permission from the instructor to register, and take the course in a section during the first half of a semester.*

MADISON AREA TECHNICAL COLLEGE

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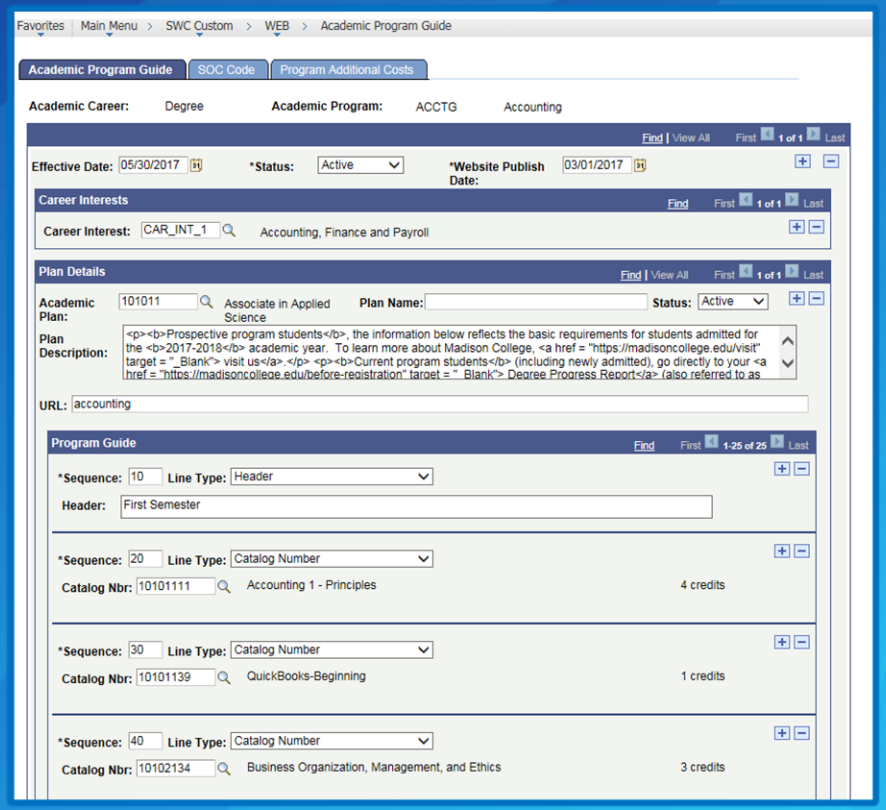
The Academic Program Guide…

- Custom page with heading and description fields we use to customize how curriculum appears on the web for students…
- Draws information from the Course Catalog…



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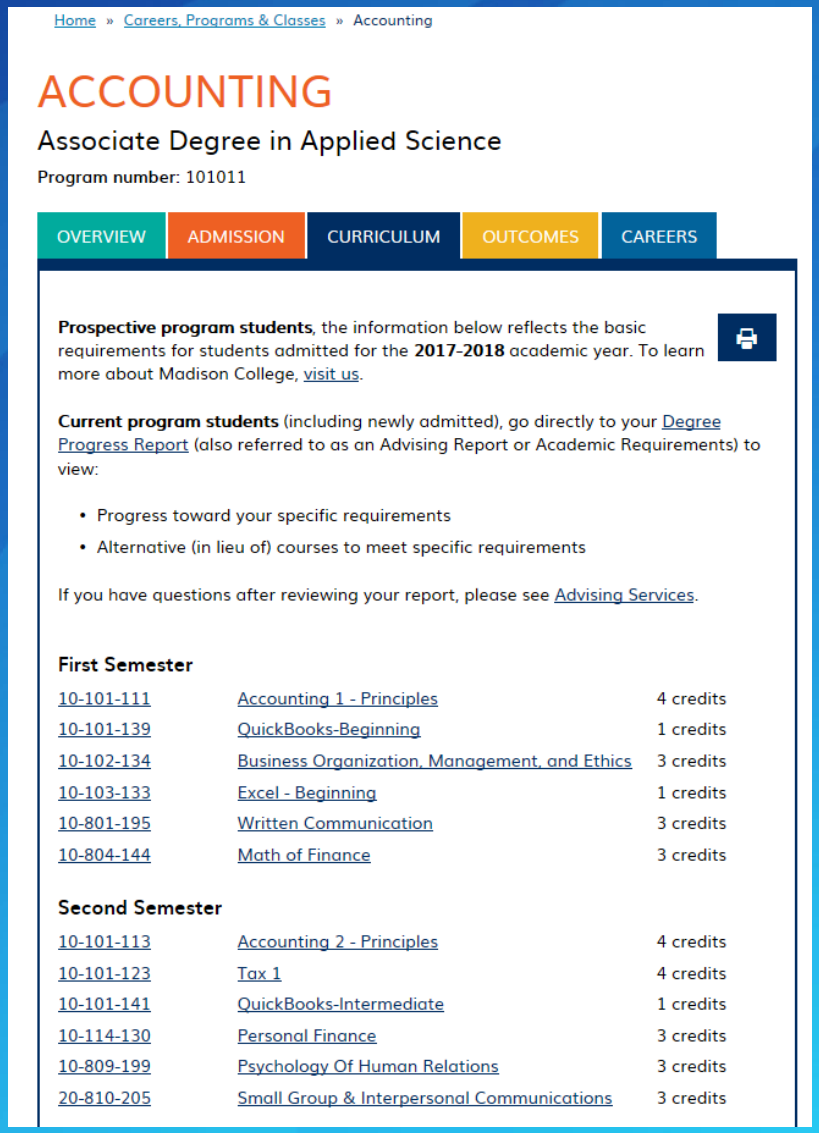
A New Tool for Prospective Students

- The Curriculum Tab on the program page gives students an at-a-glance view of program curriculum…



Home » Careers, Programs & Classes » Accounting

ACCOUNTING

Associate Degree in Applied Science

Program number: 101011

OVERVIEW | ADMISSION | CURRICULUM | OUTCOMES | CAREERS

Prospective program students, the information below reflects the basic requirements for students admitted for the **2017-2018** academic year. To learn more about Madison College, visit us.

Current program students (including newly admitted), go directly to your Degree Progress Report (also referred to as an Advising Report or Academic Requirements) to view:

- Progress toward your specific requirements
- Alternative (in lieu of) courses to meet specific requirements

If you have questions after reviewing your report, please see Advising Services.

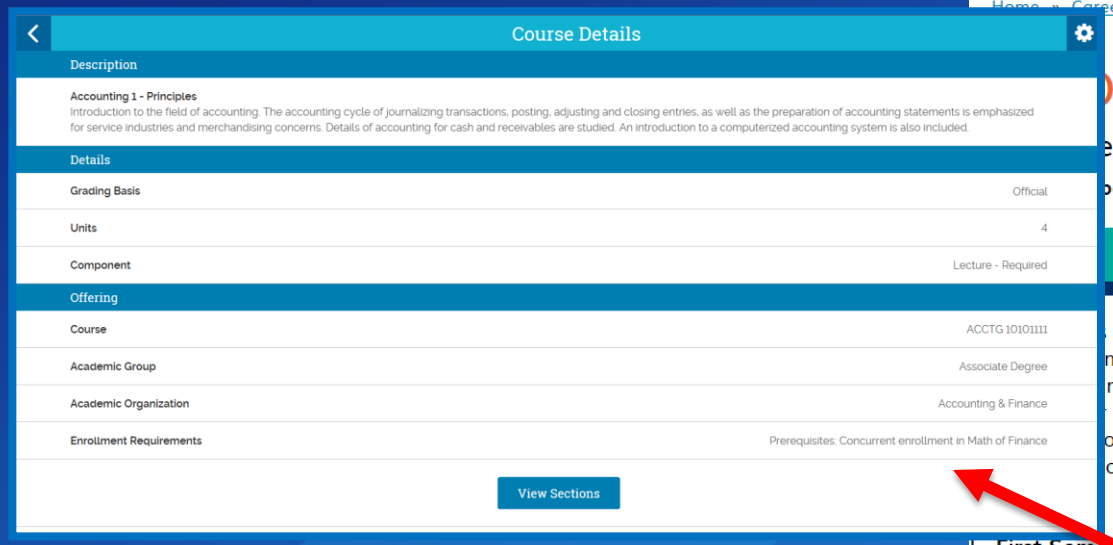
First Semester

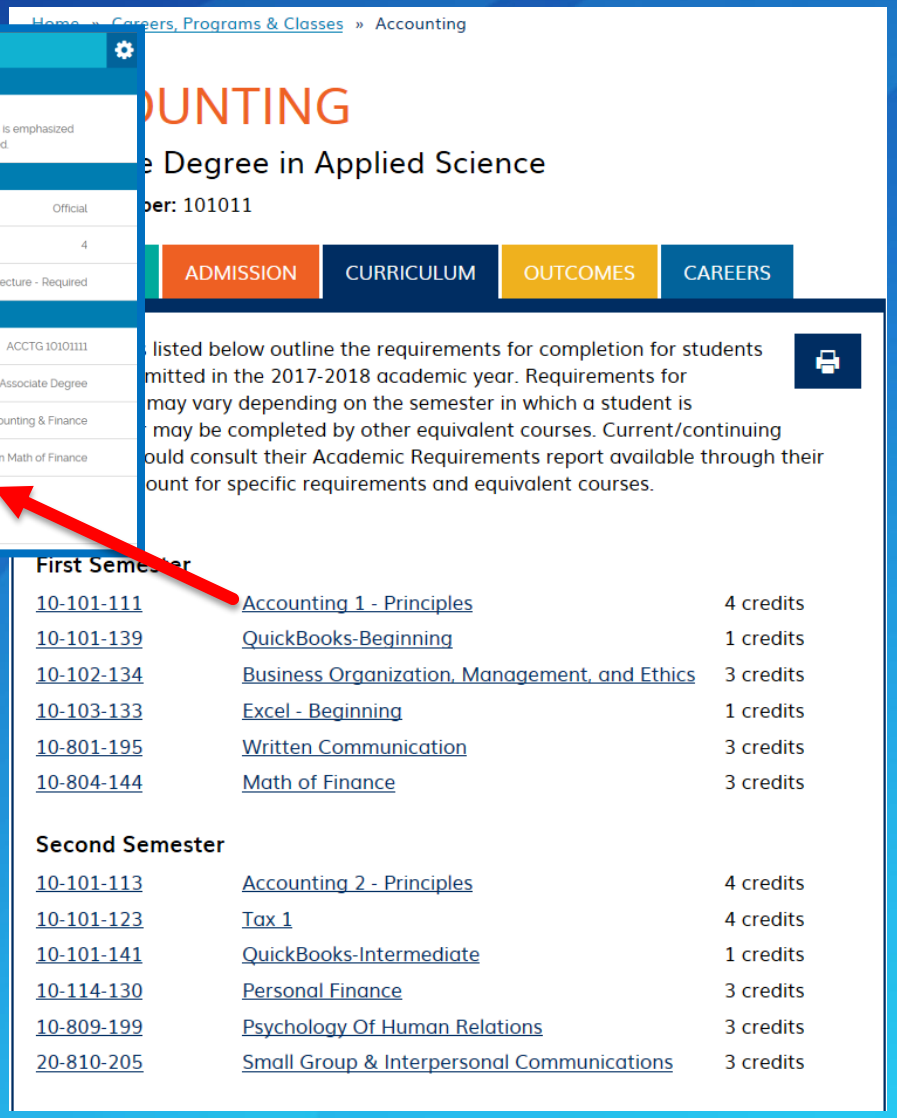
10-101-111	Accounting 1 - Principles	4 credits
10-101-139	QuickBooks-Beginning	1 credits
10-102-134	Business Organization, Management, and Ethics	3 credits
10-103-133	Excel - Beginning	1 credits
10-801-195	Written Communication	3 credits
10-804-144	Math of Finance	3 credits

Second Semester

10-101-113	Accounting 2 - Principles	4 credits
10-101-123	Tax 1	4 credits
10-101-141	QuickBooks-Intermediate	1 credits
10-114-130	Personal Finance	3 credits
10-809-199	Psychology Of Human Relations	3 credits
20-810-205	Small Group & Interpersonal Communications	3 credits

Interactive…





- Courses listed in the curriculum link directly to the HighPoint Course Details page where students can view the course description and available class sections…

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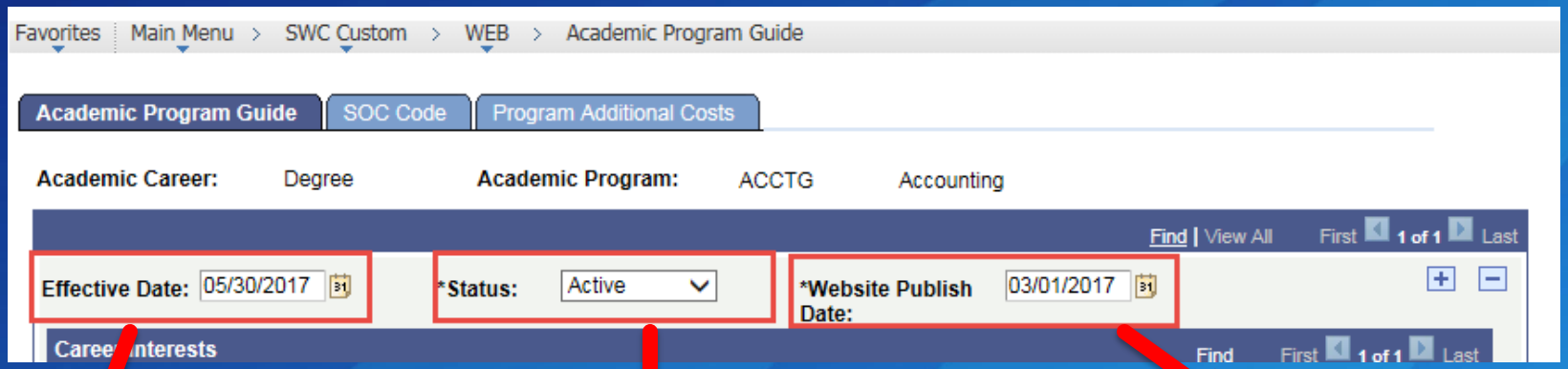
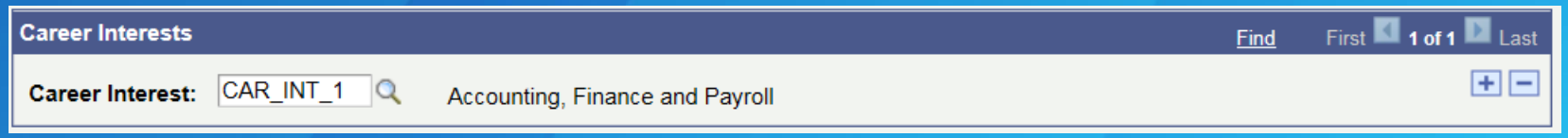
Setup…



Effective Date aligns with program's effective date in Academic Advisement

Status field allows us to hide the program from the website if necessary

Website Publish Date allows us to set a future date for display on the web



Career Interests are entered and drive keyword searches on the web…

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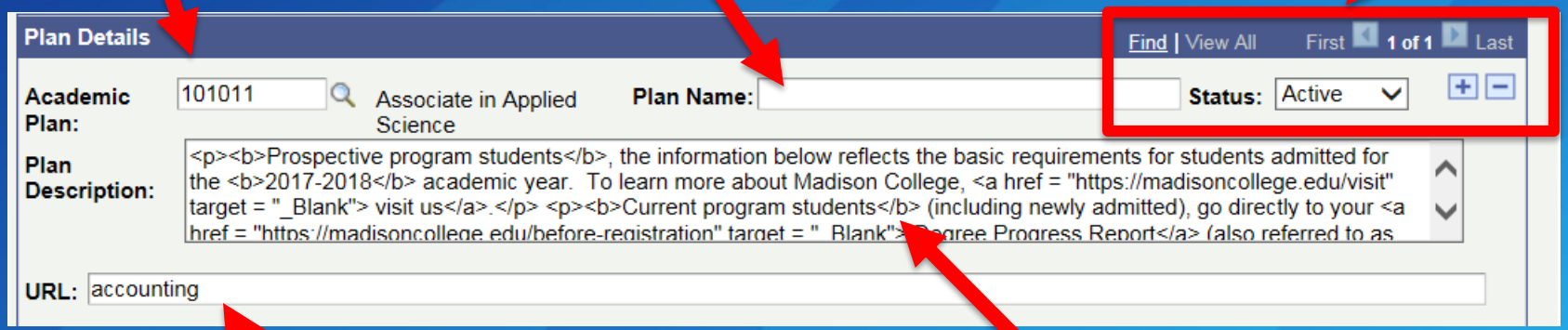
Setup…

The Academic Plan field draws directly from the Plan Table

Plan Name Override Field

Management of multiple plans for a single program



URL for the Drupal Workbench

Plan Description field – used for disclaimer language common to all programs on the web

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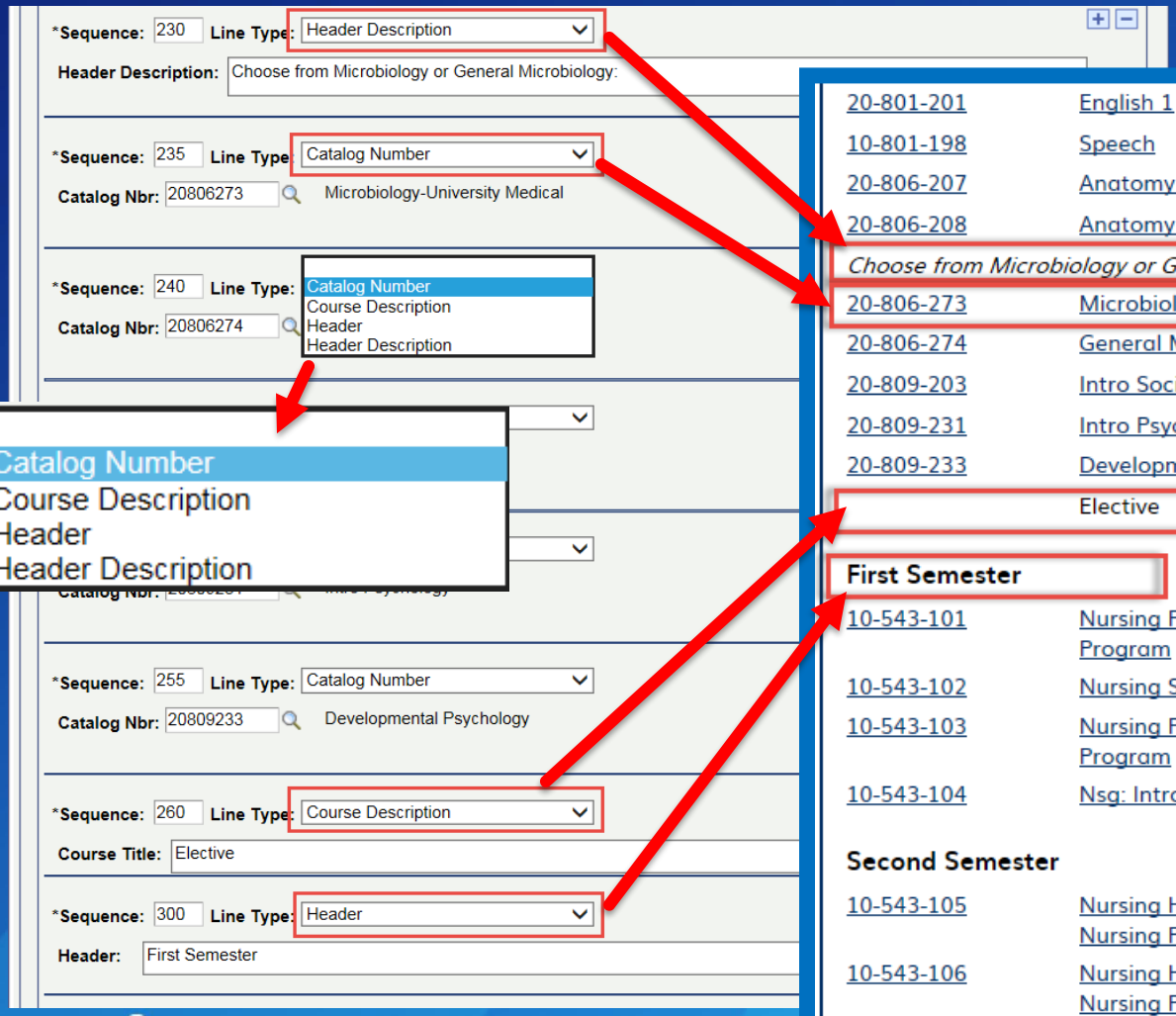

20-801-201	English 1	3 credits
10-801-198	Speech	3 credits
20-806-207	Anatomy and Physiology 1	4 credits
20-806-208	Anatomy and Physiology 2	4 credits
Choose from Microbiology or General Microbiology:		
20-806-273	Microbiology-University Medical	5 credits
20-806-274	General Microbiology	5 credits
20-809-203	Intro Sociology	3 credits
20-809-231	Intro Psychology	3 credits
20-809-233	Developmental Psychology	3 credits
	Elective	5 credits
First Semester		
10-543-101	Nursing Fundamentals - Associate Degree Nursing Program	2 credits
10-543-102	Nursing Skills - Associate Degree Nursing Program	3 credits
10-543-103	Nursing Pharmacology - Associate Degree Nursing Program	2 credits
10-543-104	Nsg: Intro Clinical Practice	2 credits
Second Semester		
10-543-105	Nursing Health Alterations - Associate Degree Nursing Program	3 credits
10-543-106	Nursing Health Promotion - Associate Degree Nursing Program	3 credits
10-543-107	Nursing: Clinical Care Across Lifespan	2 credits

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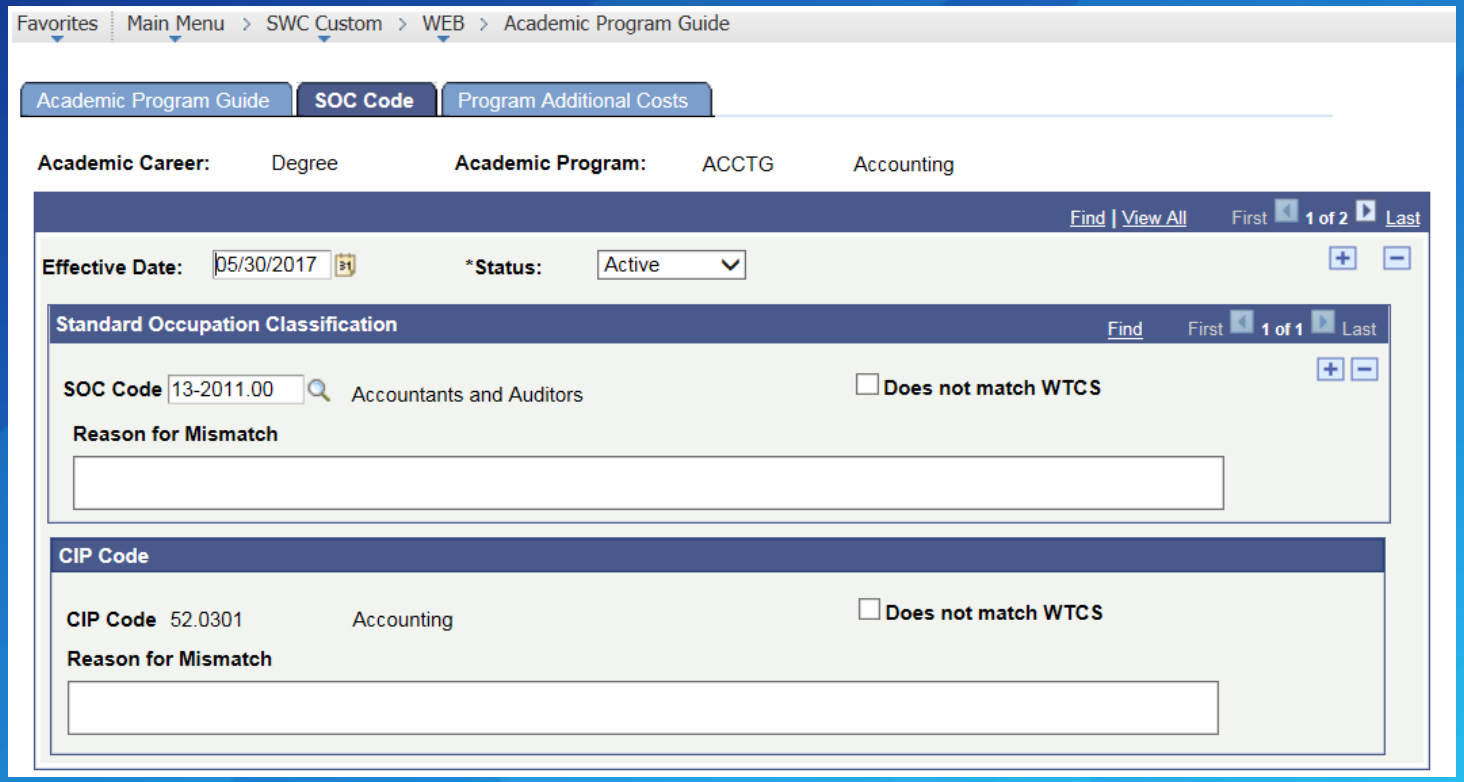
Storage of CIP and SOC Code Information



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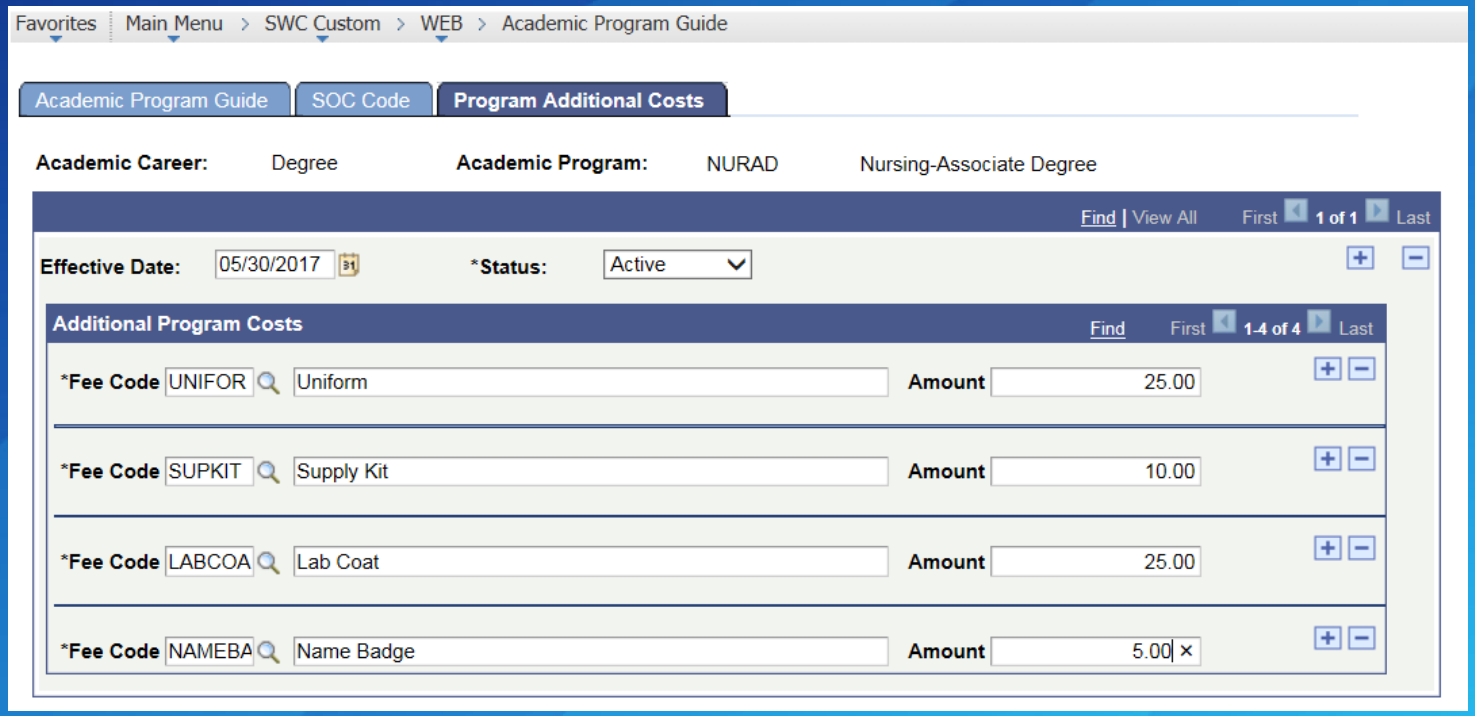
Storage of Program Cost Information



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What About our Current Students??

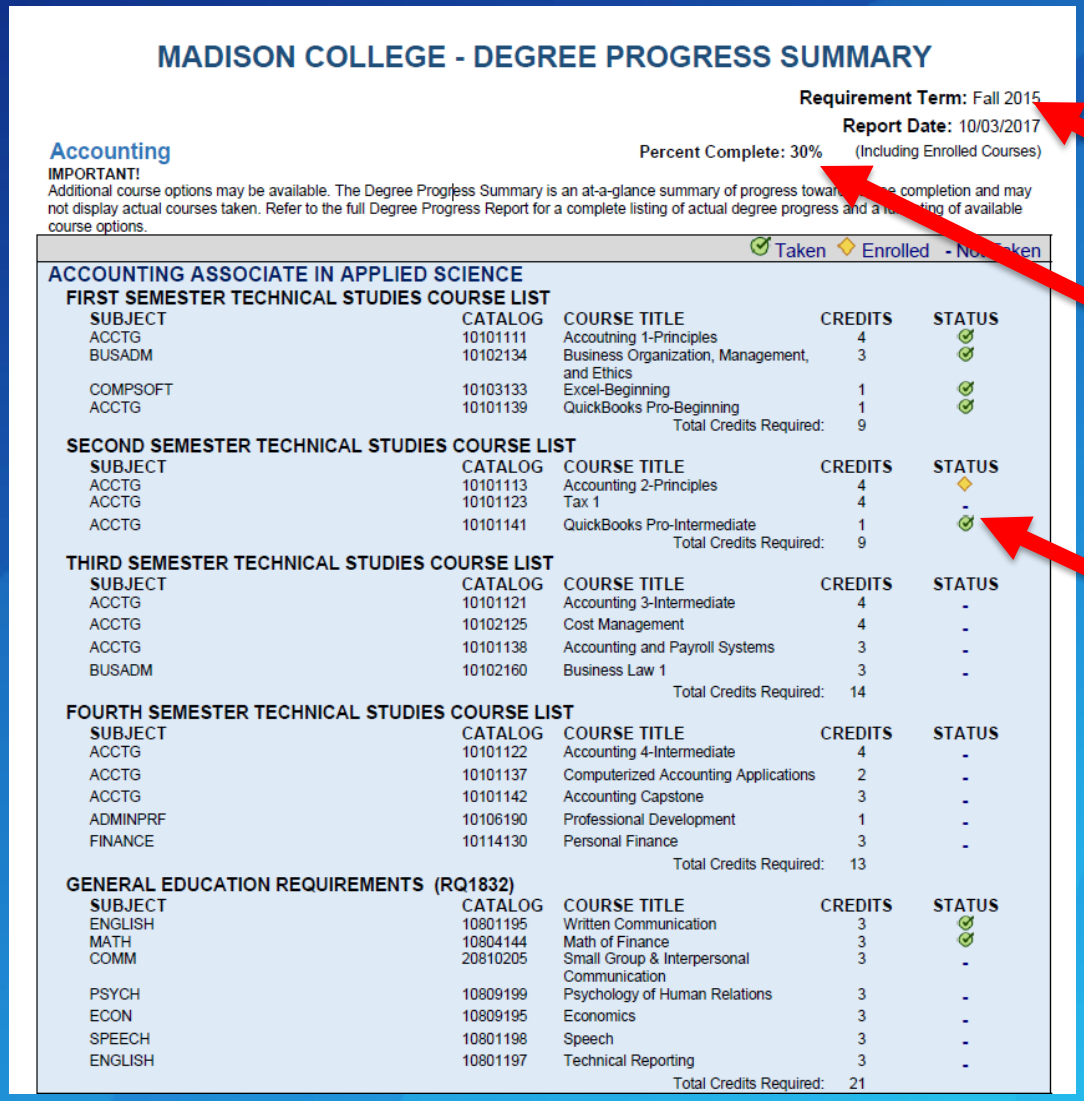
- Need to steer current students toward using their Degree Progress Report…
- Need to create an *accurate* tool students can print off and hold onto…

The Tool for Current Students

Degree Progress Summary

- At-a-glance view of progress toward degree completion
- Abbreviated – these are intended to be one-page, brief curriculum checklists for students
- Reflect actual program curriculum – NOT what the student has taken (…think PDF curriculum sheets *but* specific to requirement term!)

The Tool for Current Students



MADISON COLLEGE - DEGREE PROGRESS SUMMARY

Requirement Term: Fall 2015
Report Date: 10/03/2017

Accounting

Percent Complete: 30% (Including Enrolled Courses)

IMPORTANT!
Additional course options may be available. The Degree Progress Summary is an at-a-glance summary of progress toward[illegible]e completion and may not display actual courses taken. Refer to the full Degree Progress Report for a complete listing of actual degree progress and a [illegible]ting of available course options.

Taken Enrolled - Not Taken

ACCOUNTING ASSOCIATE IN APPLIED SCIENCE

FIRST SEMESTER TECHNICAL STUDIES COURSE LIST

SUBJECT	CATALOG	COURSE TITLE	CREDITS	STATUS
ACCTG	10101111	Accoutning 1-Principles	4	✓
BUSADM	10102134	Business Organization, Management, and Ethics	3	✓
COMPSOFT	10103133	Excel-Beginning	1	✓
ACCTG	10101139	QuickBooks Pro-Beginning	1	✓
		Total Credits Required:	9	

SECOND SEMESTER TECHNICAL STUDIES COURSE LIST

SUBJECT	CATALOG	COURSE TITLE	CREDITS	STATUS
ACCTG	10101113	Accounting 2-Principles	4	◆
ACCTG	10101123	Tax 1	4	-
ACCTG	10101141	QuickBooks Pro-Intermediate	1	✓
		Total Credits Required:	9	

THIRD SEMESTER TECHNICAL STUDIES COURSE LIST

SUBJECT	CATALOG	COURSE TITLE	CREDITS	STATUS
ACCTG	10101121	Accounting 3-Intermediate	4	-
ACCTG	10102125	Cost Management	4	-
ACCTG	10101138	Accounting and Payroll Systems	3	-
BUSADM	10102160	Business Law 1	3	-
		Total Credits Required:	14	

FOURTH SEMESTER TECHNICAL STUDIES COURSE LIST

SUBJECT	CATALOG	COURSE TITLE	CREDITS	STATUS
ACCTG	10101122	Accounting 4-Intermediate	4	-
ACCTG	10101137	Computerized Accounting Applications	2	-
ACCTG	10101142	Accounting Capstone	3	-
ADMINPRF	10106190	Professional Development	1	-
FINANCE	10114130	Personal Finance	3	-
		Total Credits Required:	13	

GENERAL EDUCATION REQUIREMENTS (RQ1832)

SUBJECT	CATALOG	COURSE TITLE	CREDITS	STATUS
ENGLISH	10801195	Written Communication	3	✓
MATH	10804144	Math of Finance	3	✓
COMM	20810205	Small Group & Interpersonal Communication	3	-
PSYCH	10809199	Psychology of Human Relations	3	-
ECON	10809195	Economics	3	-
SPEECH	10801198	Speech	3	-
ENGLISH	10801197	Technical Reporting	3	-
		Total Credits Required:	21	

Specific to Requirement Term

Displays Percent Complete

Shows completion status of each course – Taken, Enrolled, or Note Taken

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Customization…

- Derived from a custom ***view*** that pulls directly from the ADB tables

TABLE/VIEW	SOURCE TABLES	COMMENT	REQUIREMENTS:	FIELDS:	COMMENT
PS_Z_SAA_UNITS_REQ	PS_SAA_ADB_RESULTS		TSCRPT_TYPE='ADV' Only Ad ENTRY_ *View Aa* *Require*	EMPLID, ACAD_PROG, ACAD_PLAN, RQRMNT_GROUP, REQUIREMENT	
	> PS_Z_SAA_UNTSRQ_VW	Units required specific to Term			

TABLE/VIEW	SOURCE TABLES	COMMENT	REQUIREMENTS:	FIELDS:	COMMENT
PS_Z_SAA_UNTSRQ_VW	PS_RQ_LINE_TBL A	Pull all requirement related information specific to Term. Derive UNITS_REQUIRED specific to MATC		EFFDT, REQUIREMENT, RQ_LINE_NBR, DESCR, REQ_LINE_TYPE, PARENTHESIS, RQ_CONNECT, SAA_DISPLAY_UNITS, CREDIT_INCL_MODE	
				MIN_UNITS_REQD = CASE WHEN A.MIN_UNITS_REQD = 0 THEN CASE WHEN B.MIN_UNITS_REQD = 0 THEN 1 ELSE B.MIN_UNITS_REQD END	MINIMUM UNITS REQUIRED for the REQUIREMENT LINE = if the minimum units required from the requirement line is zero -and- if the minimum units required from the requirement table is zero

SOURCE TABLES	COMMENT	REQUIREMENTS:	FIELDS:	COMMENT

PS_Z_SAA_UNTSRQ_VW			UNTS_TAKEN_PRGS=CASE WHEN UR.CREDIT_INCL_MODE = 'ALL' THEN
			(CASE WHEN A.SAA_UNITS_USED > ISNULL(R.UNITS_REQUIRED,0)
			OR (A.SAA_UNITS_USED=0
			AND A.UNITS_REQUIRED=0
			AND ITEM_R_STATUS='COMP'
			AND ISNULL(R.UNITS_REQUIRED,0)>0)
			THEN ISNULL(R.UNITS_REQUIRED,0) ELSE A.SAA_UNITS_USED END)
			ELSE CASE WHEN UR.CREDIT_INCL_MODE IN ('NGPA','VER')
			OR UR.REQ_LINE_TYPE='LIM' THEN 0 ELSE 1 END END *
			
			CASE WHEN EXISTS (SELECT 'X'
			FROM PS_Z_SAA_RPTCRSSVW CE
			WHERE CE.EMPLID = A.EMPLID
			AND CE.RQRMNT_GROUP=A.RQRMNT_GROUP
			AND CE.REQUIREMENT=A.REQUIREMENT
			AND CE.RQ_LINE_NBR=A.RQ_LINE_NBR
			AND CE.STRM >= (SELECT STRM FROM PS_Z_CURR_TERM_VW))
			THEN 0 ELSE 1
			END
				UNTS_TAKEN_PRGS (units taken In Progress for the Requirement Line) =
				If the Credit Include Mode is 'ALL' then
				If Units Used is greater than Units Required
				-or-
				Status is Complete and there are Units Required
				then
				use Units Required
				else
				use Unit Used
				else
				IF Credit Include Mode is Non-GPA or Verify
				-or-
				the Requirement Line Type is Limit
				then use 0
				else use 1
				
				Multiplied by
				
				0 when the student has future enrollments
				-or-
				1 when the students does NOT have future enrollments

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One Size Doesn't Fit All…

- Liberal Arts Transfer – high volume of courses – too numerous to list in a summary
- Petition – "Pre-program" period when students work on admission requirements for acceptance into their program
  - Admission and pre-program requirements tracked in academic advisement

Liberal Arts Transfer…

MADISON COLLEGE - DEGREE PROGRESS SUMMARY

Requirement Term: Fall 2016
Report Date: 10/06/2017

Liberal Arts Transfer

Percent Complete: 5% (Including Enrolled Courses)

IMPORTANT!
Additional course options may be available. The Degree Progress Summary is an at-a-glance summary of progress toward degree completion and may not display actual courses taken. Refer to the full Degree Progress Report for a complete listing of actual degree progress and a full listing of available course options.

Taken ◆ Enrolled - Not Taken

LIBERAL ARTS TRANSFER - ASSOCIATE IN ARTS

ENGLISH AND SPEECH (9 CREDITS) -
Six credits must be in composition. English 1 and one other composition course are required. Three credits must be in public speaking.

HEALTH, WELLNESS, PHYSICAL EDUCATION (1 CREDIT) -
Completion of one credit is required.

HUMANITIES AND FINE ARTS (15 CREDITS FROM THREE OF THE LISTED DISCIPLINES) -
Completion of courses from at least three disciplines is required. Choose courses from the following disciplines: art, drama, film, literature, music, philosophy, world languages, writing and communication, and interdisciplinary humanities. A maximum of three credits of studio/hands-on courses in art, creative writing, drama, and music may be applied.

MATHEMATICS AND NATURAL SCIENCE (11 CREDITS) -
One mathematics course at the level of Intermediate Algebra or higher meets the minimum mathematics requirement. One biological science course and one physical science is required. One of the science courses must include a laboratory. The remaining credits to fulfill the requirement can be chosen from any of the listed mathematics and natural science courses.

SOCIAL SCIENCE (15 CREDITS FROM THREE OF THE LISTED DISCIPLINES) -
Completion of courses from at least three disciplines is required. Choose courses from the following disciplines: anthropology, economics, history, political science, psychology, sociology, and interdisciplinary social science.

ELECTIVES (13 CREDITS) ◆
Completion of 13 credits is required.

ETHNIC STUDIES (ONE COURSE) -
Completion of one course is required.

LITERATURE (ONE COURSE) -
Completion of one of the listed courses is required.

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Petition…

MADISON COLLEGE - DEGREE PROGRESS SUMMARY

Requirement Term: Fall 2017

Report Date: 10/06/2017

Nursing-Associate Degree

Percent Complete: 88% (Including Enrolled Courses)

IMPORTANT!

Additional course options may be available. The Degree Progress Summary is an at-a-glance summary of progress toward degree completion and may not display actual courses taken. Refer to the full Degree Progress Report for a complete listing of actual degree progress and a full listing of available course options. For questions regarding the Petition process, madisoncollege.edu/petition-process.

Taken Enrolled - Not Taken

ASSOCIATE DEGREE NURSING PETITION REQUIREMENTS

PETITION PREREQUISITE REQUIREMENTS - ALGEBRA ✓

PETITION PREREQUISITE REQUIREMENTS - CHEMISTRY ✓

PETITION COURSE REQUIREMENTS -

After completing the prerequisite requirements, students must complete the course requirements; completion of these requirements can improve success in the testing requirement.

In addition to the listed courses, students must complete five elective credits to meet petition requirements. See the Associate Degree Nursing Elective Course Requirements section for further details.

PETITION TESTING REQUIREMENT ✓

ASSOCIATE DEGREE NURSING ELECTIVE COURSE REQUIREMENTS

PETITION COURSE REQUIREMENTS - ELECTIVES (REQUIRED FOR PETITION) ✓

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Petition…

- Degree Progress Summary used as a base for our new petition workflow….

Find | View All | First 1-67 of 67 Last

Student Information | Sorting | Processing | Campus and Enrollment | Advising

	Select	Carry ID	Student ID	Name	Admit Term	Overall Petition Req. Status	PETITION PREREQUISITE REQUIREMENTS - ALGEBRA	PETITION PREREQUISITE REQUIREMENTS - CHEMISTRY	PETITION COURSE REQUIREMENTS	PETITION TESTING REQUIREMENT	PETITION COURSE REQUIREMENTS - ELECTIVES (REQUIRED FOR PETITION)	Advisement Report Date
1	☐	Carry ID			1184	✓	✓	✓	✓	✓	✓	09/27/2017
2	☐	Carry ID			1184	✓	✓	✓	✓	✓	✓	09/27/2017
3	☐	Carry ID			1184	✓	✓	✓	✓	✓	✓	09/27/2017
4	☐	Carry ID			1184	✓	✓	✓	✓	✓	✓	09/27/2017
5	☐	Carry ID			1184	✓	✓	✓	✓	✓	✓	09/27/2017
6	☐	Carry ID			1184	✓	✓	✓	✓	✓	✓	09/27/2017

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Pathway Programs

- Giving our students a visual of their progression through a pathway program
- Pathway programs – a program with one or more smaller programs embedded within it
- Large increase of embedded credentials over the past year

Terminology

Parent Program	The overarching program that has one or more credentials embedded within it	• A program must go through an approval process with the WTCS to have recognized embedded credentials
Embedded Technical Diploma	A technical diploma that is recognized by WTCS as a credential that is embedded within another program	• Aid Codes 30, 31, and 32 • Courses can be contained anywhere in the parent program
Pathway Certificate	A WTCS recognized embedded credential.	• Aid Code 61 • Courses must be within the first two semesters of the parent program

Pathway Program

MADISON COLLEGE - DEGREE PROGRESS SUMMARY

Requirement Term: Fall 2016
Report Date: 10/06/2017

Culinary Arts
Percent Complete: 28% (Including Enrolled Courses)

IMPORTANT!
Additional course options may be available. The Degree Progress Summary is an at-a-glance summary of progress toward degree completion and may not display actual courses taken. Refer to the full Degree Progress Report for a complete listing of actual degree progress and a full listing of available course options.

✓ Taken ◇ Enrolled - Not Taken

CULINARY ARTS PATHWAY: CULINARY SPECIALIST

FIRST SEMESTER COURSES

SUBJECT	CATALOG	COURSE TITLE	CREDITS	STATUS
CUL ARTS	10316101	Principles of Sanitation	1	✓
CUL ARTS	10316106	Food Theory	2	✓
CUL ARTS	10316108	Culinary Baking Fundamentals	1	-
CUL ARTS	10316115	Culinary Baking Lab	2	-
CUL ARTS	10316111	Professional Cooking 1	4	✓
CUL ARTS	10316140	Menu Planning	1	-
PHILOS	10809166	Introduction to Ethics	3	-
		Total Credits Required:	14	

CULINARY ARTS PATHWAY: CULINARY PRODUCTION SPECIALIST

SECOND SEMESTER COURSES

SUBJECT	CATALOG	COURSE TITLE	CREDITS	STATUS
ACCTG	10101106	Accounting Fundamentals	3	-
CUL ARTS	10316121	Professional Cooking 2	4	-
CUL ARTS	10316133	Garde Manger/Decorative Foods	2	✓
CUL ARTS	10316139	Catering	2	-
CUL ARTS	10316152	Nutrition	1	-
ENGLISH	10801195	Written Communication	3	✓
		Total Credits Required:	15	

THIRD/SUMMER SEMESTER COURSES

SUBJECT	CATALOG	COURSE TITLE	CREDITS	STATUS
CUL ARTS	10316194	Culinary Internship	2	-
		Total Credits Required:	2	

CULINARY ARTS PATHWAY: CULINARY ARTS

FOURTH SEMESTER COURSES

SUBJECT	CATALOG	COURSE TITLE	CREDITS	STATUS
HOSPT	10109134	Cost Control/Revenue Management	3	-
CUL ARTS	10316104	Introduction to Gourmet Food Preparation	3	-
CUL ARTS	10316132	Wait Staff Training	1	-
CUL ARTS	10316158	Food Purchasing Analysis	1	-
MATH	10804123	Math with Business Applications	3	✓
SOC	10316104	Contemporary American Society	3	-
		Total Credits Required:	14	

FIFTH SEMESTER COURSES

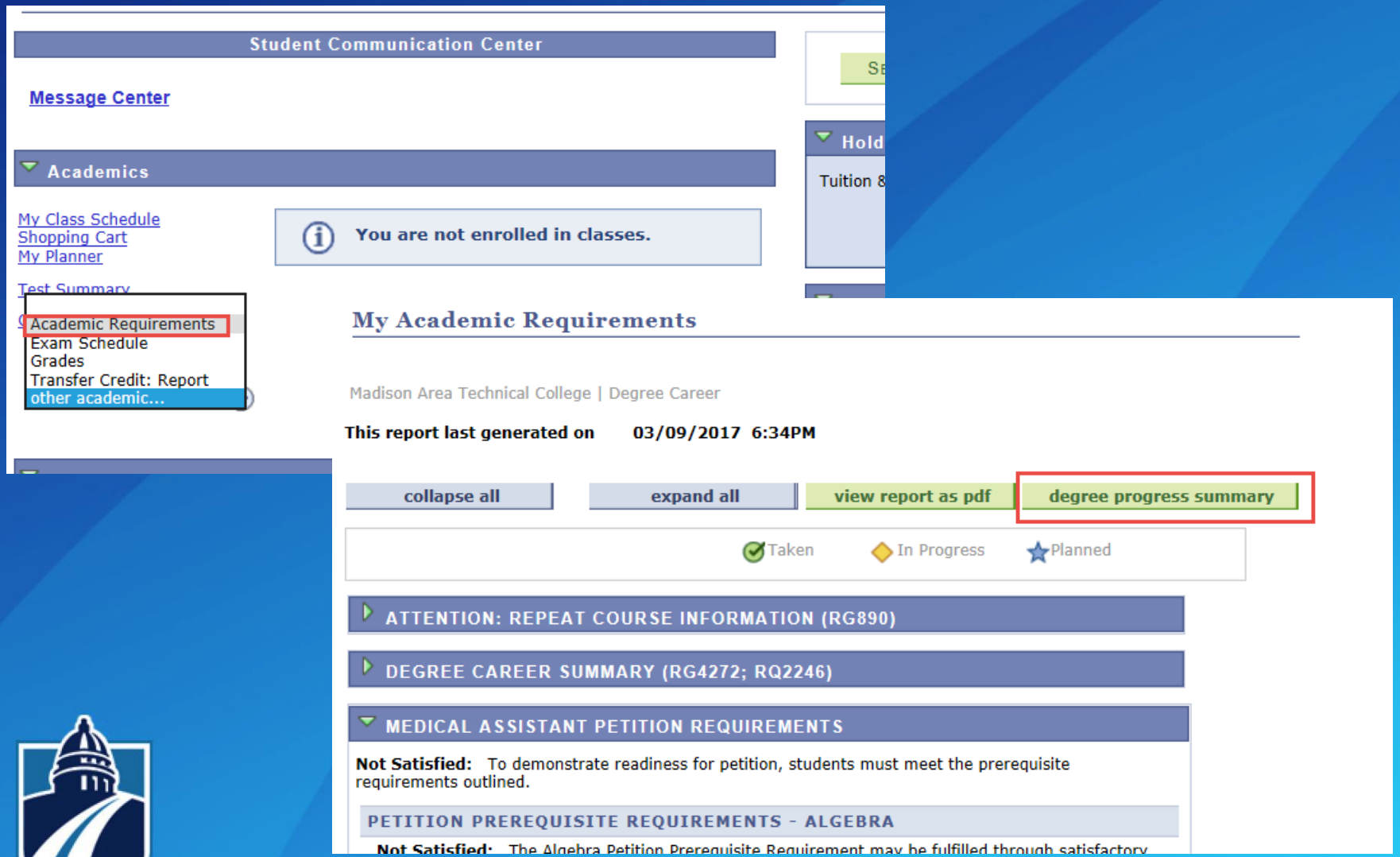
SUBJECT	CATALOG	COURSE TITLE	CREDITS	STATUS
HOSPT	10109125	Hospitality Leadership	3	-
CUL ARTS	10316130	Gourmet Foods	4	-
CUL ARTS	10316135	Dining Room Operations	1	-
COMM	10801196	Oral/Interpersonal Communication	3	-
ECON	10809195	Economics	3	-
PSYCH	10809199	Psychology of Human Relations	3	-
		Total Credits Required:	17	

ELECTIVE COURSES

SUBJECT	CATALOG	COURSE TITLE	CREDITS	STATUS
Other Electives	99999999	Electives	3	✓
		Total Credits Required:	3	

Real world smart.

How Do Students Get There??



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Thank you!

- Rachelle Scalzo – Institutional Effectiveness Coordinator
  - rscalzo@madisoncollege.edu

Real world smart.