

Statewide Certificate of Completion (12-30 credits) (SCC)

Retail Management CC

a. Program Description

This certificate is sponsored by members of the retail industry and is recommended for students currently working in retail sales positions or those students who would like to work in retail sales and progress into management roles and responsibilities. The course work is specific to the retail industry and focuses on preparing retail employees for upward mobility.

b. Program Curriculum

Fall Term		Credits
BA-131	Introduction to Business Computing	4.00
BA-206	Management Fundamentals	4.00
BA-223	Principles of Marketing	4.00
Winter Term		
BA-214	Business Communications	3.00-4.00
or BA-205	or Business Communications With Technology	
BA-224	Human Resource Management	4.00
BA-285	Human Relations in Business	4.00
Spring Term		
BA-217	Budgeting for Managers	3.00
BA-249	Retailing	3.00
Total Credits		29-30

c. Rationale for Inactivation

This certificate was initially developed in collaboration with retail partners such as Goodwill and Safeway to provide college credit and program completion opportunities for retail employees. Clackamas Community College also partnered with the Western Association of Food Chains (WAFC) to offer the program as part of a broader industry initiative. However, student enrollment and completion rates have remained consistently low, and CCC is no longer listed among Chains (FC-affiliated institutions offering the certificate. Most students interested in this credential are now completing it online through other state community colleges that offer the program at a lower cost. Additionally, previous retail partners have not re-engaged CCC to provide this training for their employees.

d. Teach Out Plan

The Business & Computer Science Department will communicate through email to the three students currently enrolled in the program. More than one communication will be sent out to these students to ensure all three are aware of the program's suspension. This program will continue to be offered to allow the three enrolled students to complete this program. We will honor and offer this program through Spring 2026. All business courses within this program will continue to be offered to students. In addition, all support services will remain in place for students, and at no additional cost for the students.