

Highline Acronym List for New Faculty

Adapted from Laura Manning and Susan Landgraf, via 2017-2018 New Faculty Seminar Canvas shell

See also [Highline Mystery Terms for New Faculty](#)

More acronym lists:

- [The acronym list from the college catalog](#)
- [Institutional Advancement Style Guide](#)

AA – Associate of Arts Degree

ABE – Adult Basic Education

AS – Associate of Science Degree

AAS – Associate of Applied Science Degree

AAS-T – Associate of Applied Science - Transferable

AANAPISI – Asian American and Native American Pacific Islander-Serving Institutions

AC – Assessment Committee (formerly SOCC -- Standards, Outcomes, and Competencies Committee)

ASC – Academic Success Centers

(Building 25, 6th floor). Math Resource Center, Writing Center, and tutoring for other classes:

<https://workforce.highline.edu/other-resources/onlinecenter/>

ASHC – Associated Students of Highline College

ATC - [Articulation and Transfer Council](#)

ATD – Achieving the Dream initiative

ATL – Assessment, Teaching, and Learning (Spring SBCTC conference)

BAC - Budget Advisory Council

- *Provide recommendations on particular budget strategies and priorities*
- *Provide input on budget enhancements, adjustments and mitigations*
- *Provide feedback on budget planning and development*

BAS – Bachelor of Applied Science

BFET – Basic Food Employment & Training

BOT – Board of Trustees

CAM – Communication And Marketing

CAO – Chief Academic Officer (aka Vice President of Academic Affairs, i.e. VPAA)

CASE – Career and Student Employment

CCIE – Center for Cultural & Inclusive Excellence

CE – Continuing Education

Certificates –

- CAS - Certificate of Arts & Sciences
- CC - Certificate of Completion
- CP - Certificate of Proficiency

CEUs – Continuing Education Units

CIO – Chief Information Officer

CLS – Center for Leadership and Service

CTC – Communications Technology Center

CR/NC – Credit/No Credit.

Grading symbol used in place of decimal grades. Students must request this option in most classes.

DTA – Direct Transfer Agreement

Ed Tech (or ET) – Educational Technology

Help with Canvas, Panopto, Zoom, Bookings, or any other technology useful in education.

EDI – Equity Development Institute

College-wide annual day dedicated to equity-focused professional development.

ELL – English as a Learning Language

ELCAP – English Language, Career and Academic Prep

ESL – English as a Second Language

FERPA – Family Educational Rights and Privacy Act

FMS – Financial Management System

FSOC – Faculty and Staff of Color

FTEF – Full Time Equivalent Faculty

Full time faculty loads are considered full time regardless of the number of credits they teach.

FTES – Full time Equivalent Students

FY – Fiscal Year

GED – General Education Diploma

GPA – Grade Point Average

HCEA – Highline College Education Association
The exclusive bargaining agent for faculty.

HEC-B – Higher Education Coordinating Board

HSU – Highline Student Union
Official name for Bldg 8.

I-BEST – Integrated Basic Education and Skills Training Program

ICC – Inter-Cultural Center

ICRC – Intercollege Relations Commission

ID – Instructional Design
At Highline, the group that supports ID is now called Ed Tech.

ILSC – International Leadership Student Council

IPEDS – [Integrated Postsecondary Educational Data System](#)

IR – Institutional Research

ISP – International Student Programs

ITS – Information Technology Services

JIC - Joint Information Center

JTC – [Joint Transfer Council](#)
a multi-sector standing committee that works to improve and advance student transfer in Washington

LGBTQIA – Lesbian, gay, bisexual, transgender, queer, (questioning), intersex, asexual, and (agender)

LMS – Learning Management System
Ours is currently Canvas

LTC – Learning and Teaching Center

MaST – Marine Science and Technology Center

MESA – Mathematics, Engineering, Science Achievement

MIDS – Multimedia Instruction Design

MFR – Mission Fulfillment Report

MRC – Math Resource Center

MRP - Major Related Program

MSR – Materials and Service Request

The MSR Form is used to request purchase of goods or services

MSS – Maximizing Student Success

NCOR – National Conference on Race & Ethnicity

OER – Open Educational Resources

ORCA – One Regional Card for All

Regional transit pass

PDC - Policy Development Council

Ensuring a transparent and collaborative process for evaluating, assessing, and developing college policies

PDD – Professional Development Day

PIN – Personal Identification Number

PIU – Professional Improvement Unit

PLA – Prior Learning Assessment

PLAID – Peer-Led Analysis of Instructional Design

Prof-Tech – Professional-Technical

PTC – Pathway to College

[PTK](#) – Phi Theta Kappa

Pi Sigma is the Highline chapter of Phi Theta Kappa, an international honor society.

RCW – Revised Code of Washington

RFP – Request for Payment

RSI – Regular Substantive Interaction

ROTC – Reserve Officers' Training Corps

RS – Running Start

Dual credit program for high school juniors and seniors to take college-level classes tuition-free.

S&A – Services and Activities Fund

A portion of the student tuition and fees paid at registration by Highline College students is designated as the Student and Activities Fund.

SBCTC – State Board for Community and Technical Colleges

SCC – Student Conduct Code

SID – Student Identification Number

SMS – Student Management Systems

S OCC – Students of Color Conference

SSN – Social Security Number

TRC – Tenure Review Committee

TWC – Tenure Working Committee

VPAT – Voluntary Product Accessibility Template

Provided by a product developer or vendor, this template describes how well the product conforms to the accessibility standards.

WACs – Washington Administrative Codes

[WASFA – Washington Application for State Financial Aid](#)

WAVE – Washington Award for Vocational Excellence

WAVE scholars qualify for tuition waivers and fees for a limited number of quarters.

WPEA – Washington Public Employees Association

The bargaining agent for classified staff.

YELL – Young Educated Ladies Leading

1-day conference to empower and motivate high school and college female-identified students of color to excel in academics.

YWAC – Young Women Advocating for Change

1-day conference to educate white-identified female and non-binary participants about racial injustice and to inspire them to use their position and privilege to take action against racism.