

**PASADENA CITY COLLEGE  
CURRICULUM AND INSTRUCTION COMMITTEE  
MINUTES OF MEETING  
THURSDAY, NOVEMBER 30, 2017**

**CALLED TO ORDER:** 1:28 p.m.

**CO-CHAIRPERSONS:** Janis Dwyer  
Alicia Vargas

The following Curriculum and Instruction Committee members were present:

**FACULTY CHAIRPERSONS**

Janis Dwyer  
Alicia Vargas

**INSTRUCTIONAL UNITS**

Sonia Wurst, Business & Computer Technology  
Jerff Hupp, Counseling  
Arineh Arzoumanian, Engineering & Technology  
Keith Williams, English  
Sebrenia Law, Health Sciences  
Tamara Knott-Silva, Kinesiology, Health and Athletics  
Lindsey Ruiz, Languages  
Sharon Bober, Mathematics  
Cara Burres-Jones, Natural Science  
Rhonda Williams, Noncredit  
Brad Steed, Performing & Communication Arts  
Charlotte Williams, Social Science  
Michael Cranfill, Visual Arts and Media Studies

**DIVISION DEANS**

Rocky Cifone, Career and Technical Education  
James Arnwine, Performing & Communication Arts

**MEMBERS EX-OFFICIO**

Terry Giugni, Asst. Superintendent/VP, Instruction  
Boglarka Kiss, Articulation Officer  
Homa Nelson, Classified Senate  
Armando Duran, Counseling/Student Success Services  
Carrie Starbird, Mathematics and Computer Science

**VISITORS**

Pete Riley  
Joseph Futtner  
Paul Price

*In accordance with the Ralph M. Brown Act and SB 751, the minutes of the Curriculum and Instruction Committee of Pasadena City College record the votes of all committee members as follows: (1) Members not present are presumed not to have voted; (2) the names of members of minority or abstaining votes are recorded; (3) all other members are presumed to have voted in the majority.*

Melissa Anderson  
Barbara Freund  
Beverly Legg  
Derek Milne  
Kimberley Shediak  
Chris Loritsch  
Jacob Tucker

## **WELCOME**

Self-introductions were made.

## **II. PUBLIC COMMENT**

None.

## **III. APPROVAL OF MINUTES**

Meeting Minutes for November 16, 2017

**ON MOTION** by Walter Butler and seconded by Lindsey Ruiz, the committee voted to approve the minutes of meeting 11 from November 16, 2017. (One abstention)

## **IV. COMMITTEE DISCUSSION with vote**

**ON MOTION** by Michael Cranfill and seconded by Sonia Wurst, the committee voted unanimously to approve the addition of Business Administration – Entrepreneurship Occupational Skills Certificate.

**ON MOTION** by Sonia Wurst and seconded by Charlotte Williams, the committee voted unanimously to approve the modification of Business Administration – Entrepreneurship and Small Business Management (from Business Administration – Entrepreneurship Certificate of Achievement).

Note: The former Certificate of Achievement called Business Administration – Entrepreneurship has a new title: Business Administration – Entrepreneurship and Small Business Management. A new and completely different OSC has been created called Business Administration – Entrepreneurship.

**ON MOTION** by Walter Butler and seconded by Arineh Arzoumanian, the committee voted unanimously to approve the modification of MIT 101.

**ON MOTION** by Charlotte Williams and seconded by Tamara Knott-Silva, the committee voted unanimously to approve the modifications of DA 101B, 104A, 104B, 104C, 105, 107, 108, 109, 113A, 113B, 117, 120, 122, 200A, 200B, and 200C.

**ON MOTION** by Walter Butler and seconded by Michael Cranfill, the committee voted unanimously to approve the deletion of DH 119B.

**ON MOTION** by Sharon Bober and seconded by Carrie Starbird, the committee voted unanimously to approve the additions of MATH 005AH, 005BH, and 005CH.

**ON MOTION** by Sonia Wurst and seconded by Walter Butler, the committee voted unanimously to approve the modifications of MATH 005B and 005C.

**ON MOTION** by Michael Cranfill and seconded by Sharon Bober, the committee voted unanimously to approve the modification of MATH 008.

**ON MOTION** by Lindsey Ruiz and seconded by Michael Cranfill, the committee voted unanimously to approve the modifications of ASL 003 (from ASL 010C) and ASL 004 (from ASL 010D).

**ON MOTION** by Paul Price and seconded by Brad Steed, the committee voted unanimously to approve the addition of GLBL 002.

**ON MOTION** by Cara Burres-Jones and seconded by Arineh Arzoumanian, the committee voted unanimously to approve the additions of KINT 180, 181, and 182.

**ON MOTION** by Jeff Hupp and seconded by Sharon Bober, the committee voted unanimously to approve the addition of Yoga Teacher Training Certificate of Achievement.

**ON MOTION** by Sonia Wurst and seconded by Arineh Arzoumanian, the committee voted unanimously to approve the modification of BUS 014A.

**ON MOTION** by Tamara Knott-Silva and seconded by Sonia Wurst, the committee voted unanimously to approve the modification of BIT 011.

**ON MOTION** by Sonia Wurst and seconded by Arineh Arzoumanian, the committee voted unanimously to approve the modification of HOSP 130.

**ON MOTION** by Michael Cranfill and seconded by Sharon Bober, the committee voted unanimously to approve the addition of LIB 120.

**ON MOTION** by Arineh Arzoumanian the seconded by Keith Williams, the committee voted unanimously to approve the deletions fo COSM 114A, 114B, 114C, 114D, 115, 116A, 116B, 117A, and 117B.

**ON MOTION** by Rhonda Williams and seconded by Walter Butler, the committee voted unanimously to approve the deletions of AMCN 1000, BLDN 4300, BLDN 4301, BLDN 4302, BLDN 4303, BLDN 4304, CIS 1005Y, DSPS 1000, DSPS 3375, HSDP 5406, HSDP 5419, HSDP 5427, HSDP 5428, HSDP 5470, HSDP 5480, HSDP 5481, LAC 3035, OLAD 3377, PAR 7000, PAR 7625, VOC 4110, VOC 4260, VOC 4280, VOC 4282, VOC 9108, VOC 9113A, VOC 9132A, VOC 9144A, VOC 9145A, VOC 9162, VOC 9220, VOC 9220A, VOC 9230, VOC 9260, VOC 9261, VOC 9296, VOC 9336.

**ON MOTION** by Brad Steed and secnded by Cara Burres-Jones, the committee voted unanimously to approve the deletions of SPCH 120 and TVR 141A.

PHIL 020A was pulled from the agenda pending further modifications by the author.

Boglarka said that there will be no more retroactive approvals for IGETC GEs.

The suggestion was made to create a subcommittee to discuss what to do about adding courses to the various general education paths.

If a course is in the catalog, it should be offered. Do we put new courses in the catalog that won't be offered until all transferability has been approved? What about courses that are only offered once a year?

If a student gets a substandard grade in an Honors course and then retakes the non-honors version, how does that affect the student's GPA?

#### **IV. ANNOUNCEMENTS**

None.

#### **V. ADJOURNMENT**

The meeting adjourned at 3:45 p.m.

## **ADDENDUM**

### **BUSINESS AND COMPUTER TECHNOLOGY DIVISION**

#### **MODIFICATION – Prereqs (add MATH 150), texts, update Distance Education – Effective Summer 2018**

##### **BUS 014A MATHEMATICAL ANALYSIS FOR BUSINESS-FINITE**

###### **4 units**

**Prerequisite:** *MATH 131 or 133B or 134B or 150 or placement based on the Mathematics assessment process.*

Algebraic and geometric concepts applied to finding solutions of problems in business, economics, and social sciences. Special emphasis on mathematics of finance, linear and quadratic functions, break-even analysis, supply/demand curves, systems of linear equations and inequalities, matrices, linear programming, sets and Venn diagrams, combinatorial techniques, and probability. Total of 72 hours lecture.

Transfer Credit: CSU; UC. C-ID: MATH 130

Grade Mode: L

**Rationale:** 1) Textbooks have been updated to current editions. 2) Minimum qualifications have been adjusted to the appropriate degrees needed for a person to be qualified to teach the course. 3) Prerequisite Form B added for Math 150 – Quantitative Literacy II. 4) Updated Distance Education Form B. Currently, Bus 14A has prerequisites of Math 131 or 133B or 134B. Math 150 is being added to this list of prerequisites that includes the previously mentioned Intermediate Algebra level courses. Math 150 is a course in the Math Division that was specifically created for non-STEM majors looking to satisfy the Intermediate Algebra level prerequisite for courses like Mathematics for Liberal Arts Majors. Math 150 has the content necessary for those students who want to take Bus 14A, but do not have Math 131 or Math 133B or Math 134B completed. In process for C-ID alignment of Math 130.

#### **MODIFICATION – SLOs, SPOs, update Distance Education, SAM code – Effective Summer 2018**

##### **BIT 011 BUSINESS DOCUMENT PROCESSING**

###### **2 units**

Production of business documents using word processing software, including proofreading and proper grammar and punctuation. Development of computer keyboarding technique, speed, and accuracy. No credit if taken after BIT 011B. Total of 36 hours lecture.

*Transfer Credit: CSU*

**Grade Mode: L**

**Rationale:** Course is being submitted for DE renewal. Modifications to SAM code, SLOs, SPOs.

#### **MODIFICATION – SLOs, assignments, update Distance Education – Effective Summer 2018**

##### **HOSP 130 HOSPITALITY MARKETING, SALES, AND ADVERTISING**

###### **3 units**

Application of marketing principles and techniques in the hospitality industry. Emphasis on developing and understanding of consumers. Using consumer knowledge to provide value and create customer satisfaction while meeting financial goals, a focus on practical sales techniques, proven approaches to selling to targeted markets and advertising's role in sales. Total of 54 hours lecture.

**Grade Mode: L, A**

**Rationale:** The reason for this proposal is to review (as required periodically) the course content, Student Learning Objectives, assignments and assessments for their relevance; to submit Form-D.

## **ADDITION – Effective Summer 2018**

### **BUSINESS ADMINISTRATION – ENTREPRENEURSHIP**

#### **9 units**

This curriculum focuses on the mindset of an entrepreneur and valuable traits that lead to the successful launch and running of a business. This Certificate program will expose students to a process that strengthens their innovative and creative capacities, and that enables them to apply these attributes to whatever they pursue: starting a business or nonprofit or standing out as an entrepreneurial employee inside a company.

Instruction includes all aspects of critical thinking, creative thinking, problem-solving, innovation, empowerment, personal finance, general business, marketing, and management.

An Occupational Skills Certificate is awarded upon completion of all required courses with a grade of C or better

#### **Required Courses**

BUS 002 - Personal Finance (3)

BUS 009 - Introduction to Business (3)

BUS 116 - Entrepreneurship (3)

#### **Recommended Electives**

MRKT 020 - Principles of Marketing (3)

ACCT 001A - Financial Accounting (5)

BUS 160 - Sales and Customer Service (3)

BUS 016 - Business Computations Using Technology (3)

BUS 011A - Business Communications (3)

BUS 010 - Introduction to Management (3)

BUS 012A - Business Law (3)

BUS 014A - Mathematical Analysis for Business-Finite (4)

**Rationale:** How this differs from the Certificate of Achievement in Small Business Management and Entrepreneurship: The 9-unit Occupational Skills Certificate focuses on entrepreneurship instead of entrepreneurship and small business management. This short certificate can be completed in as little as one semester and can be combined with any other certificate program or degree program.

## **MODIFICATION – Title (from BusAdm – Entrepreneurship), units (from 32-34 to 22-24) – Effective Summer 2018**

### **BUSINESS ADMINISTRATION – ENTREPRENEURSHIP AND SMALL BUSINESS MANAGEMENT 22-24 units**

The Certificate of Achievement in Entrepreneurship and Small Business Management is designed to cultivate the innovative, entrepreneurial skills necessary for today's fast-paced, continuously changing business environment. Students will learn how to think and act flexibly, creatively, and critically. This Certificate provides students of any discipline with the tools and skills required to organize and plan their own business or to innovate within an organization.

A Certificate of Achievement is awarded upon completion of all required courses with a grade of C or better.

#### **Required Courses**

BIT 025 - Survey of Computer Technology in Business (3)

BUS 002 - Personal Finance (3)

BUS 012A - Business Law (3)

BUS 009 - Introduction to Business (3)

ACCT 001A - Financial Accounting (5)

or

ACCT 010 - Bookkeeping-Accounting (4)

BUS 116 - Entrepreneurship (3)

**Required Electives: Select One Class (3-4 Units)**

BUS 010 - Introduction to Management (3)

BUS 112 - Business English (3)

BUS 117 - Human Relations/Organizational Behavior (3)

BUS 160 - Sales and Customer Service (3)

BUS 014A - Mathematical Analysis for Business-Finite (4)

BUS 016 - Business Computations Using Technology (3)

MRKT 020 - Principles of Marketing (3)

MRKT 150 - Social Media Marketing for Business (3)

**Rationale:** Formerly known as Business Administration - Entrepreneurship. Based on job skills updates and changes, certain classes were added, updated, or removed. In addition, students are now able to choose one elective. Reduction in units from 32-34 to 22-24.

**COMMUNITY EDUCATION CENTER**

**DELETION – Effective Summer 2018**

COSM 114A	COSMETOLOGY THEORY AND LABORATORY	9 units
COSM 114B	COSMETOLOGY THEORY AND LABORATORY	9 units
COSM 114C	COSMETOLOGY THEORY AND LABORATORY	9 units
COSM 114D	COSMETOLOGY THEORY AND LABORATORY	9 units
COSM 115	COSMETOLOGY THEORY AND LABORATORY	8 units
COSM 116A	ADVANCED PRINCIPLES OF COSMETOLOGY	8 units
COSM 116B	ADVANCED PRINCIPLES OF COSMETOLOGY	4 units
COSM 117A	COSMETOLOGY THEORY AND LABORATORY	3 units
COSM 117B	COSMETOLOGY THEORY AND LABORATORY	3 units

**Rationale:** These courses haven't been offered in the Community Education Center division for the past five years and have been replaced by COSM 100-109.

**ENGINEERING AND TECHNOLOGY DIVISION**

**MODIFICATION – SLOs, SPOs, CCO, MOIs, MOEs, assignment, catalog description, SAM code – Effective Summer 2018**

**MIT 101 INTRODUCTION TO ROBOTICS**

**4 units**

Introduction to the field of manufacturing and industrial technologies. Production of a complete electro-mechanical solution using industrial fabrication, Computer-Aided Design, electronics and programming to achieve an autonomous solution for career exploration. Total 27 hours lecture and 144 hours laboratory.

**Grade Mode:** L, P

**Rationale:** MIT 101, Introduction to Robotics, is revising Student Learning outcomes, Student Performance outcomes, Course Content Outline, Method of Instruction, Method of Evaluation of Student Performance, Assignments, catalog description, and the SAM Code. This course is providing the students with entry-level job skills and is being updated to reflect those changes.

## **HEALTH SCIENCES DIVISION**

### **MODIFICATION – MOIs, MOEs, assignment, Coreq (remove DH 141) – Effective Summer 2018**

#### **DH 101B FUNDAMENTALS OF DENTAL HYGIENE THEORY AND PRACTICE**

**5 units**

**Corequisites:** *DH 105 and DH 116.*

**Enrollment Limitation:** Acceptance into the dental hygiene program.

Fundamentals of Dental Hygiene Theory and Practice including preventive, educational, and therapeutic services provided by the dental hygienist. Practical application on selected patients. Total of 36 hours lecture and 162 hours laboratory.

**Grade Mode:** L

**Rationale:** Biannual course review. Modification of MOIs, MOEs and assignments. Removal of co-requisite DH 141; DH141 course has been modified and now taught the semester prior.

### **MODIFICATION – MOIs, MOEs – Effective Summer 2018**

#### **DH 104A CLINICAL DENTAL HYGIENE THEORY AND PRACTICE: PAIN CONTROL**

**2 units**

**Prerequisite:** *DH 101B.*

**Enrollment Limitation:** *Acceptance into the Dental Hygiene program.*

Clinical application of dental hygiene theory and practice with primary emphasis on pain control. Assessment of patient needs to determine the use of pain control methods. Total of 18 hours lecture and 54 hours laboratory.

**Grade Mode:** L

**Rationale:** Biannual course review. Modification of MOIs and MOEs,

### **MODIFICATION – MOEs – Summer 2018**

#### **DH 104B CLINICAL DENTAL HYGIENE THEORY AND PRACTICE**

**7 units**

**Prerequisite:** *DH 104A.*

**Corequisite:** *DH 108, 113A, and 119A.*

**Enrollment Limitation:** *Acceptance into the Dental Hygiene Program.*

Clinical application of dental hygiene Theory and Practice including assessment of patient needs, treatment planning, pain control, oral disease control, delivery and evaluation of preventive, educational and therapeutic services, to an intermediate level of performance. Total of 36 hours lecture and 270 hours laboratory.

**Grade Mode:** L

**Rationale:** Biannual review. Modification of MOEs.

### **MODIFICATION – Title, MOEs – Effective Summer 2018**

#### **DH 104C ADVANCED CLINICAL DENTAL HYGIENE THEORY AND PRACTICE**

**7 units**



**Prerequisite:** *DH 104B.*

Integration of Dental Hygiene Theory and Practice into preventive, educational and therapeutic care to clinical competency on a diverse range of patients. Advanced techniques and procedures. Total of 36 hours lecture and 270 hours laboratory.

**Grade Mode:** L

**Rationale:** Biannual review. Modification of MOEs, title change.

**MODIFICATION – MOIs, MOEs, assignment, coreq (delete DH 141, 116) – Effective Summer 2018**  
**DH 105 PATHOLOGY**

**3 units**

**Corequisite:** *DH 101B.*

**Enrollment Limitation:** Acceptance into the dental hygiene program.

Principles of general pathology, with special emphasis on oral pathology. Total of 54 hours lecture.

**Grade Mode:** L

**Rationale:** Biannual review. Modification of MOIs, MOEs and assignments. Deletion of corequisite DH 141, course modified and taught before this course. Deletion of corequisite DH 116, courses are independent of one another in content.

**MODIFICATION – MOIs, MOEs, assignments – Effective Summer 2018**  
**DH 107 INTRODUCTION TO ORAL HEALTH RESEARCH**

**2 units**

**Prerequisites:** *DH 101B and 109.*

**Enrollment Limitation:** *Acceptance into the Dental Hygiene Program.*

Designed to provide students with the skills necessary to critically evaluate current product research information and scientific literature as it relates to the practice of dental hygiene. Students will be encouraged to pose their own research questions, design and present projects, and evaluate research.

Total of 36 hours lecture.

**Grade Mode:** L

**Rationale:** Biannual review. Modification of MOIs, MOEs and assignments.

**MODIFICATION – SLOs, MOEs – Effective Summer 2018**  
**DH 108 PHARMACOLOGY**

**2 units**

**Corequisites:** *DH 104B, 113A, and 119A.*

**Enrollment Limitation:** *Acceptance into the Dental Hygiene Program.*

Basic principles of pharmacology, pharmacokinetics, toxicology, and pharmacodynamics. Pharmacology of drugs used in dentistry, drug interactions, and medical emergencies. Total of 36 hours lecture.

**Grade Mode:** L

**Rationale:** Biannual review. Modification of SLO#3 and MOEs. Completed form B for corequisite DH 113.

**MODIFICATION – MOIs, MOEs, assignments, Coreq (remove ANAT 115) – Effective Summer 2018**  
**DH 109 DENTAL HEALTH EDUCATION, COMMUNICATION AND DIVERSITY**

**2 units**

**Corequisites:** *DH 101A, DH 117 and DH 122.*

**Enrollment Limitation:** *Acceptance into the Dental Hygiene Program.*

Principles of communication and learning for the dental health professional. Patterns of human development, cultural pluralism, and health behaviors. Health education strategies. Total of 36 hours lecture.

**Grade Mode:** L

**Rationale:** Biannual review. Modification of MOIs, MOEs, and Assignments. Delete corequisite ANAT 115. Courses are independent of one another in content.

**MODIFICATION – MOEs, assignments – Effective Summer 2018**

**DH 113A PERIODONTICS**

**2 units**

**Corequisite:** *DH 104B, 108, and 119A.*

**Enrollment Limitation:** *Acceptance into the Dental Hygiene Program.*

Normal periodontium, gingival and periodontal diseases, types and degrees of periodontal disease, therapy and maintenance. Total of 36 hours lecture.

**Grade Mode:** L

**Rationale:** Biannual review. Modification of MOEs and assignments.

**MODIFICATION – Title, SLOs, MOIs, MOEs, texts – Effective Summer 2018**

**DH 113B ADVANCED PERIODONTICS**

**1 unit**

**Corequisite:** *DH 104C, 111, and 121.*

**Enrollment Limitation:** *Acceptance into the Dental Hygiene Program.*

Advanced topics in clinical periodontology. Diagnosis of and influences on disease activity, emergencies, treatment modalities, maintenance, and legal aspects. Total of 18 hours lecture.

**Grade Mode:** L

**Rationale:** Biannual review. Modification of SLOs, MOIs, and MOEs, course title, and textbooks.

**MODIFICATION – MOIs, assignments, Coreq (delete DH 122) – Effective Summer 2018**

**DH 117 DENTAL MORPHOLOGY AND OCCLUSION**

**2 units**

**Corequisites:** *Anat 115, DH 101A, and DH 109.*

**Enrollment Limitation:** *Acceptance into the Dental Hygiene program*

Oral terminology, dental anatomy and root morphology with emphasis on the relationships of form, function and occlusion. Includes laboratory experience in instrument adaptation to root morphology, pulp vitality testing as related to RDH duties of the California Dental Practice Act. Total of 18 hours lecture and 54 hours laboratory.

**Grade Mode:** L

**Rationale:** Biannual review. Modification of MOIs and assignments. Deletion of corequisite DH 122. Courses are independent of one another in content.

**MODIFICATION – SLOs, MOEs, assignments – Effective Summer 2018**

**DH 120 INDEPENDENT STUDY**

**1 unit**

**Enrollment Limitation:** *Enrollment in the Dental Hygiene Program and Program Director approval*

Participation in research and various clinical project including experience in clinical or simulated practice settings, practical laboratory assignment, lecture attendance, literature review, and community projects. Total of 54 hours laboratory.

**Grade Mode:** L

**Rationale:** Biannual review. Modification of SLOs, MOEs, and Assignments.

**MODIFICATION – CCOs, assignment, Coreq (delete ANAT 115 and 117) – Effective Summer 2018**  
**DH 122 MEDICAL EVALUATION OF DENTAL HYGIENE PATIENTS**

**2 units**

**Corequisites:** *DH 101A and DH 109.*

**Enrollment Limitation:** *Acceptance into the Dental Hygiene Program.*

Dental management of medically compromised patients. Emphasis placed on patient assessment, treatment planning, patient management, patient motivation and interpersonal communications for medically compromised patients, special needs patients, and geriatric patients. Total of 36 hours lecture.

**Grade Mode:** L

**Rationale:** Biannual review. Modification of assignments, CCOs Delete corequisites DH115 and DH 117. Courses are independent of one another in content.

**MODIFICATION – SLOs, SPOs, MOIs, MOEs, assignments, move Prereq to Enrollment Limitation – Effective Summer 2018**

**DH 200A DIRECTED STUDIES IN CLINICAL DENTAL HYGIENE**

**1 unit**

**Enrollment Limitation:** *Acceptance into the Dental Hygiene Program.*

Development of dental hygiene skills in a laboratory or preclinical/clinical setting at the introductory level. Pass/no pass grading. Total of 54 hours laboratory.

**Grade Mode:** P

**Rationale:** Biannual review. Modification of SLOs, MOIs, MOEs and assignments. Align SPOs with SLOs. Move "Acceptance into the Dental Hygiene Program" statement from prerequisites to enrollment limitation.

**MODIFICATION – Title, SLOs, SPOs, CCOs, MOIs, MOEs, assignments, move Prereq to Enrollment Limitation, texts – Effective Summer 2018**

**DH 200B ADVANCED TECHNIQUES IN CLINICAL DENTAL HYGIENE**

**1 unit**

**Enrollment Limitation:** *Acceptance into the Dental Hygiene program.*

Development of dental hygiene clinical skills at an advanced level in a clinical setting. Pass/no pass grading. Total of 54 hours laboratory.

**Grade Mode:** P

**Rationale:** Biannual review. Modification of SLOs, MOIs, MOEs, catalog description, title, CCOs, and assignments. Align SPOs with SLOs. Move Prereq (acceptance into DH program) to Enrollment Limitations. Updated texts.

**MODIFICATION – SPOs, CCOs, MOIs, MOEs, assignments, NCN, move Prereq to Enrollment Limitation – Effective Summer 2018**

**DH 200C CLINICAL BOARD PREPARATION**

**1 unit**

**Enrollment Limitation:** *Acceptance into the Dental Hygiene program.*

Development of clinical skills in a clinical setting as related to the clinical board examinations. Pass/no pass grading. Total of 54 hours laboratory.

**Grade Mode:** P

**Rationale:** Biannual review: Alignment of SPO's with SLO's. Modification of the MOI, MOE, textbooks, CCOs, assignments and class size. Moved prereq of "Acceptance into.." to Enrollment Limitations.

### **DELETION – Effective Summer 2018**

### **DH 119B COMMUNITY DENTAL HEALTH LABORATORY**

**½ unit**

**Rationale:** Course is an elective course in the program and has not been offered for the last 4 years.

## **KINESIOLOGY, HEALTH AND ATHLETICS DIVISION**

### **ADDITION – Effective Summer 2018**

### **KINT 180 INTRODUCTION TO TEACHING YOGA**

**3 units**

Teaching techniques of yoga. Emphasis on variations, adjustments and modifications of basic yoga poses for teaching different levels in various settings. Focus on developing skill for instructing yoga, including verbal cueing anatomically supportive sequences, and stress management techniques for healthier lifestyles. Total of 54 hours lecture.

*Transfer Credit: CSU; UC credit under review.*

**Grade Mode:** L,P

**Rationale:** This course will be one of the core courses in our new Yoga teacher trainer certificate. Students will learn how to teach and modify Yoga instruction to all levels. This will prepare them for certification through Yoga Alliance once they have completed the certificate program.

### **KINT 181 PHILOSOPHY OF YOGA**

**3 units**

Introduction to the philosophy of yoga through history, development of the asanas, and traditional texts. Major lineages of yoga and related practices will be covered, with a focus on the integration of these ideas in contemporary teaching. Total of 54 hours lecture.

*Transfer Credit: CSU; UC credit under review.*

**Grade Mode:** L, P

**Rationale:** This will be one of the required courses in the Yoga teacher Training Certificate. This course will introduce students to the philosophy and practices of Yoga to prepare them to become Certified Yoga instructors.

### **KINT 182 ANATOMICAL PRINCIPLES OF KINESIOLOGY AND FITNESS**

**3 units**

Designed to introduce the student to the basic principles of kinesiology and functional anatomy as they relate to core principles of fitness. Study of anatomical structures of body movements and teaching techniques for those aspiring to explore career opportunities in Yoga and/or Fitness. Total of 54 hours lecture.

**Grade Mode:** L,P

**Rationale:** This course will be part of our new yoga teacher trainer certificate program as well as a required core course for future certificates developed in the Kinesiology discipline. This course does not replace the required Anatomy course for Kinesiology majors.

## **YOGA TEACHER TRAINING**

### **18 units**

Yoga Teacher Training is designed to deepen students' understanding of yoga by investigating the biomechanics of yoga postures, learning to use anatomical cueing for proper alignment in poses, examining effective teaching techniques for a variety of settings, and exploring the history and philosophy of yoga. This program is designed for entry level career paths in Yoga. Upon successful completion of the Yoga Teacher Training Certificate of Achievement, students will be eligible to apply for their Yoga Alliance 200-hour instructor certification—a prestigious certification offered by the largest and most influential governing body in the yoga field. Students will also be prepared for employment as a trained yoga teacher in public and private settings.

A Certificate of Achievement is awarded upon completion of all required courses with a grade of C or better.

### **Requirements for the Certificate of Achievement (18 units)**

KINT 005 - First Aid-Responding To Emergencies (3)  
KINT 180 - Introduction to Teaching Yoga (3)  
KINT 181 - Philosophy of Yoga (3)  
KINT 182 - Anatomical Principles of Kinesiology and Fitness (3)  
NUTR 025 - Nutrition for Sport, Exercise, and Health (3)

### **Required Electives**

KINA 040A - Beginning Yoga (1)  
KINA 040B - Intermediate Yoga (1)  
KINA 040C - Advanced Yoga (1)  
or  
KINT 101 - Physical Fitness Assessments (1)

**Rationale:** The attached documents have labor market data for jobs/careers in the Yoga and Group Fitness industry. The data shows that jobs in the field are growing and the median compensation is higher than the entry level national average. Students will be able to, upon successful completion of the Yoga Teacher Training Certificate of Achievement, apply for their Yoga Alliance 200-hour instructor certification and will be prepared for employment as a trained yoga teacher in public and private settings. This is also the starting point for anyone interested in owning their own Yoga Studio.

## **LANGUAGES DIVISION**

**MODIFICATION – Course number (from ASL 010C), title, SLOs, SPOs, CCOs, MOIs, MOEs, assignments, units (from 3 to 4) – Effective Summer 2018**

### **ASL 003 INTERMEDIATE AMERICAN SIGN LANGUAGE**

#### **4 units**

**Prerequisite:** *ASL 002*.

Intermediate American Sign Language with emphasis on basic conversation through receptive and expressive skills, signing parameters, spatial locations, classifiers, and lexicalized fingerspelling; vocabulary acquisition

with practice; Deaf culture and customs. Maximum credit for ASL 010C and ASL 003 is 4 units. Total of 72 hours lecture.

*Transfer Credit: CSU; UC credit under review*

**Grade Mode:** L, P

**Rationale:** The ASL classes need to have the units changed from 3 to 4 units to match the 72 hours lecture time. The 4-unit ASL class is the standard to transfer the credits to any university for the majors of Deaf Studies, Deaf Education, Linguistics, Special Education, Speech Pathology, and School Administration. Also the Course Number needed to be changed for clarity and consistency. ASL 010C will change to ASL 003. Also the course hasn't been updated for 6 years and has several missing sections. It needs modification of SLOs, SPOs, CCOs, addition of MOIs, MOEs, assignments and the Form B.

**MODIFICATION – Course number (from ASL 010D), title, SLOs, SPOs, CCOs, MOIs, MOEs, assignments, units (from 3 to 4) – Effective Summer 2018**

**ASL 004 INTERMEDIATE AMERICAN SIGN LANGUAGE--LEVEL 2**

**4 units**

**Prerequisite:** *ASL 003.*

A continuation of intermediate American Sign Language with emphasis on conversation skills and storytelling; continued expansion of knowledge of Deaf culture and Deaf community. Maximum credit for ASL 010D and ASL 004 is 4 units. Total of 72 hours lecture.

*Transfer Credit: CSU; UC credit under review*

**Grade Mode:** L, P

**Rationale:** The ASL classes need to have the units changed from 3 to 4 units to match the 72 hours lecture time. The 4-unit ASL class is the standard to transfer the credits to any university for the majors of Deaf Studies, Deaf Education, Linguistics, Special Education, Speech Pathology, and School Administration. Also the Course Number need to be changed for clarity and consistency. ASL 010D will change to ASL 004. Also the course hasn't been updated for 6 years and has several missing sections. It needs modification of SLOs, SPOs, CCOs, addition of MOIs, MOEs, assignments and the Form B.

## **LIBRARY, LEARNING RESOURCES, AND DISTANCE EDUCATION DIVISION**

**ADDITION – Effective Summer 2018**

**LIB 120 INTRODUCTION TO ARCHIVES & SPECIAL COLLECTIONS**

**3 units**

**Recommended Preparation:** *LIB 101.*

Basic archival principles and practices including: handling, storing, describing, organizing, and preserving documents and data. Use of Describing Archival Collections (DACs) for discovery of archival collections. Survey of current online systems for managing archival materials. For students interested in working in archives or special collections. Total of 54 hours lecture.

**Grade Mode:** L

**Rationale:** This course expands on the coursework in our existing Digitization Skills Certificate to prepare students for assistant work handling and organizing archival materials in traditional archives and library special collections. LIB 120 will examine how archival collections are appraised, handled, arranged, described, and preserved to better prepare library staff for working with these unique materials.

## **MATHEMATICS DIVISION**

## **ADDITION – Effective Summer 2018**

### **MATH 005AH HONORS SINGLE VARIABLE CALCULUS I**

**5 units**

**Prerequisite:** *MATH 007B or 008 or 009, or placement based on the Math assessment process.*

**Enrollment Limitations:** *Acceptance to the Honors Program*

Limits, differentiation, and integration of functions of a single variable including the Mean Value Theorem and the Fundamental Theorem of Calculus. As an honors course, students will be expected to complete additional assignments involving more extensive proofs and problem solving to gain deeper insight into single variable calculus theory and applications. No credit if taken after Math 005A. Total of 90 hours lecture.

*Transfer Credit: CSU; UC credit under review.*

**Grade Mode:** L, P

**Rationale:** This course is being proposed as part of the Pasadena City College Honors Transfer Program. It is based on an existing course and must articulate as that course in addition to identifying the course as a distinct Honors version of that same course. Thus, the course being proposed is largely based on its existing non-Honors counterpart. By creating Honors courses designated with an “H,” transcripts will show that students have completed an Honors course. While program completion is currently noted on student transcripts, individual Honors sections of courses are not distinguished from their non-Honors counterparts, which is a preferable practice for such programs. Such notations are considered a “basic characteristic of a fully developed Honors program” by the National Collegiate Honors Council. An additional benefit of distinguishing Honors courses is that enrollment in Honors classes is limited to students in the Honors program. The current practice is to identify a section of a given course as “Honors” and restrict student enrollment in the class schedule accordingly. Creating Honors courses where the enrollment restriction is written into the course itself will put PCC’s enrollment practices more squarely within state policies and recommendations.

### **MATH 005BH HONORS SINGLE VARIABLE CALCULUS II**

**5 units**

**Prerequisite:** *Math 005A or Math 005AH or placement based on the Math assessment process.*

**Enrollment Limitation:** *Acceptance to the PCC Honors Program.*

Differentiation and integration of trigonometric, exponential, logarithmic, hyperbolic functions; polar, and parametric equations; applications and techniques of integration; indeterminate forms and infinite sequences and series. As an honors course, students will be expected to complete additional assignments involving more extensive proofs and problem solving to gain deeper insight of single variable calculus theory and applications. No credit if taken after MATH 005B. Total of 90 hours lecture.

*Transfer Credit: CSU; UC credit under review.*

**Grade Mode:** L, P

**Rationale:** This course is being proposed as part of the Pasadena City College Honors Transfer Program. It is based on an existing course and must articulate as that course in addition to identifying the course a distinct Honors version of that same course. Thus, the course being proposed is largely based on its existing non-Honors counterpart. By creating Honors courses designated with an “H,” transcripts will show that students have completed an Honors course. While program completion is currently noted on student transcripts, individual Honors sections of courses are not distinguished from their non-Honors counterparts, which is a preferable practice for such programs. Such notations are considered a “basic characteristic of a fully developed Honors program” by the National Collegiate Honors Council. An additional benefit of distinguishing Honors courses is that enrollment in Honors classes is limited to students in the Honors program. The current practice is to identify a section of a given course as “Honors” and restrict student enrollment in the class schedule accordingly. Creating Honors courses where the enrollment restriction is written into the course itself will put PCC’s enrollment practices more squarely within state policies and recommendations.

## **MATH 005CH HONORS MULTIVARIABLE CALCULUS**

### **5 units**

**Prerequisite:** *MATH 005B or 005BH or placement based on the Math assessment process.*

Parametric equations, polar coordinates, vectors and vector calculus, partial differentiation, multiple integration, Green's theorem, divergence theorem of Gauss, Stokes' theorem. As an honors course, students will be expected to complete additional assignments involving more extensive proofs and problem solving to gain deeper insight of multivariable calculus theory and applications. No credit if taken after Math 005C. Total of 90 hours lecture

*Transfer Credit: CSU; UC: credit under review.*

**Grade Mode:** L, P

**Rationale:** This course is being proposed as part of the Pasadena City College Honors Transfer Program. It is based on an existing course and must articulate as that course in addition to identifying the course as a distinct Honors version of that same course. Thus, the course being proposed is largely based on its existing non-Honors counterpart. By creating Honors courses designated with an “H,” transcripts will show that students have completed an Honors course. While program completion is currently noted on student transcripts, individual Honors sections of courses are not distinguished from their non-Honors counterparts, which is a preferable practice for such programs. Such notations are considered a “basic characteristic of a fully developed Honors program” by the National Collegiate Honors Council. An additional benefit of distinguishing Honors courses is that enrollment in Honors classes is limited to students in the Honors program. The current practice is to identify a section of a given course as “Honors” and restrict student enrollment in the class schedule accordingly. Creating Honors courses where the enrollment restriction is written into the course itself will put PCC’s enrollment practices more squarely within state policies and recommendations.

## **MODIFICATION – SLOs, SPOs, MOIs, MOEs, catalog description, Prereqs (add MATH 005AH) – Effective Summer 2018**

## **MATH 005B SINGLE VARIABLE CALCULUS II**

### **5 units**

**Prerequisite:** *MATH 005A or MATH 005AH or placement based on the Math assessment process.*

Differentiation and integration of trigonometric, exponential, logarithmic, hyperbolic functions, polar, and parametric equations; applications and techniques of integration; indeterminate forms and infinite sequences and series. No credit given if taken after Math 005BH. Total of 90 hours lecture.

*Transfer Credit: CSU; UC: C-ID: MATH 221; MATH SEQ 900S (WITH MATH 005A)*

**Grade Mode:** L, P

**Rationale:** Update the catalog description due to include Honors course, Math 005BH. Modification to SLOs, SPOs, MOIs, MOEs, update textbooks. Addition of MATH 005AH to the prereqs.



**MODIFICATION – SPOs, CCOs, MOIs, MOEs, assignments, catalog description, texts – Effective Summer 2018**

**MATH 005C MULTIVARIABLE CALCULUS**

**5 units**

**Prerequisite:** *MATH 005B or MATH 005BH placement based on the Math assessment process.*

Parametric equations, polar coordinates, vectors and vector calculus, partial differentiation, multiple integration, Green's theorem, divergence theorem of Gauss, Stokes' theorem. No credit given if taken after Math 005CH.

Total of 90 hours lecture

*Transfer Credit: CSU; UC. \*C-ID: MATH 230*

**Grade Mode:** L, P

**Rationale:** Update catalog description due to include the addition of Math 005CH. Modification to SPOs, CCOs, MOIs, MOEs, assignment, updated textbooks.

**MODIFICATION - Title, SLOs, SPOs, CCOs, MOIs, MOEs, assignment, catalog description, contact hours – Effective Summer 2018**

**MATH 008 PRECALCULUS TRIGONOMETRY**

**4 units**

**Prerequisite:** *MATH 003 or placement based on the assessment process.*

Trigonometric functions and their graphs; inverse trigonometric functions; unit circle and special right triangles; trigonometric identities and equations; polar and parametric equations; polar and rectangular forms of complex numbers and vectors; matrix algebra and Cramer's Rule; mathematical induction. Intended for STEM majors but open to all qualified students. No credit if taken after MATH 007B. Total of 72 hours lecture.

*Transfer Credit: CSU*

**Grade Mode:** L, P

**Rationale:** This proposal is one of a two-course sequence that has been designed to replace our two-course precalculus sequence Math 007AB. For students arriving to our campus without trigonometry, the options we currently have for them are to take Math 007AB or to take trigonometry at another college. This content is necessary preparation for calculus. The Math Department feels it is appropriate to resurrect this standalone trigonometry course. The course has been written to align with the C-ID descriptor Trigonometry, Math 851. Modification to course title, modification of SLOs, SPOs aligned with SLOs, modification of CCOs, addition of MOIs, MOEs, assignment, catalog description, reduction of contact hours from 90 lec to 72 lec.

**NONCREDIT DIVISION**

**DELETION – Effective Summer 2018**

**HSDP 5406 ENGLISH LITERATURE**

**Rationale:** This course was replaced with AHSD 6405 U.S. Literature

**HSDP 5419 READING INSTRUCTION B**

**Rationale:** This course was replaced with AHSD 6407 Reading Fundamentals.

**HSDP 5427 ART APPRECIATION A**

**Rationale:** This course hasn't been offered in the Noncredit division for the past five years.

**HSDP 5428 ART APPRECIATION B**

**Rationale:** HSDP 5428 (Art Appreciation) was replaced with AHSD 6432 (Art History).

**HSDP 5470 JOB PLACEMENT PREPARATION**

**Rationale:** HSDP 5470 (Job placement preparation) was replaced with AHSD 6433 (Workplace skills for the 21st century).

**HSDP 5480 STUDENT DEVELOPMENT AND ACADEMIC PLANNING**

**Rationale:** HSDP 5480 (Student development & academic planning) was replaced with AHSD 6434 (planning for academic and career success).

**HSDP 5481 PSYCHOLOGY IN THE WORKPLACE**

**Rationale:** This course hasn't been offered in the Noncredit division for the past five years.

**AMCN 1000 CITIZENSHIP****BLDN 4300 INTRODUCTION TO OCCUPATIONAL SAFETY AND HEALTH FOR THE BUILDING TRADES - BILINGUAL****BLDN 4301 INTRODUCTION TO THE BUILDING TRADES AND CONSTRUCTION INDUSTRY- BILINGUAL****BLDN 4302 BASIC CONSTRUCTION MATH FOR THE BUILDING TRADES AND CONSTRUCTION INDUSTRY- BILINGUAL****BLDN 4303 INTRODUCTION TO PLAN READING FOR THE BUILDING TRADES AND CONSTRUCTION INDUSTRY- BILINGUAL****BLDN 4304 BASIC MATERIAL HANDLING AND RIGGING-BILINGUAL****CIS 1005Y SUPERVISED COMPUTER STUDY****DSPS 1000 SUCCESS IN COLLEGE FOR ADULTS WITH DISABILITIES****DSPS 3375 LIFE SKILLS TRAINING FOR PSYCHOLOGICALLY DISABLED ADULTS****LAC 3035 INDIVIDUALIZED SKILLS DEVELOPMENT****OLAD 3377 INDIVIDUALIZED SKILLS DEVELOPMENT****PAR 7000 WORK FAMILY BALANCE****PAR 7625 FAMILY STRESS AND CHILD ABUSE****VOC 4110 PHOTOCOPY TECHNOLOGY****VOC 4260 AUTOMOTIVE FUNDAMENTALS****VOC 4280 INTRODUCTION TO APPAREL SKILLS AND DRAPERY CONSTRUCTION****VOC 4282 ADVANCED APPAREL SKILLS AND DRAPERY CONSTRUCTION**

**VOC 9108 MECHANICAL DRAFTING**

**VOC 9113A BASIC SCREEN PRINTING**

**VOC 9132A INTRODUCTORY SCREEN PRINTING**

**VOC 9144A INTRODUCTION TO GAS WELDING**

**VOC 9145A ORIENTATION TO FOOD SERVICE**

**VOC 9162 BASIC LITHO PRESS**

**VOC 9220 MACHINE SHOP TECHNOLOGY**

**VOC 9220A MACHINE SHOP TECHNOLOGY**

**VOC 9230 APPRENTICESHIP PREPARATION PROGRAM**

**VOC 9260 QUICK PRINT AND IN-PLANT GRAPHICS**

**VOC 9261 ADVANCED QUICK PRINT AND IN-PLANT GRAPHICS**

**VOC 9296 DRAPERY CONSTRUCTION**

**VOC 9336 PARAPROFESSIONAL TRAINING FOR CHILD AND YOUTH WORKERS IN OUT OF HOME CARE**

**Rationale:** These courses haven't been offered in over five years.

## **PERFORMING AND COMMUNICATIONS ARTS DIVISION**

### **DELETIONS – Effective Summer 2018**

#### **SPCH 120 SPEECH-LANGUAGE LAB**

**1 unit**

**Rationale:** This class is being replaced by Special Services 101, which is basically the same thing, but 101 meets the needs of students with disabilities better than SPCH 120 does because SPCH 120 is more of a general lab class.

#### **TVR 141A BEGINNING DIGITAL NON-LINEAR VIDEO EDITING**

**3 units**

**Rationale:** This course has been renumbered TVR 041 for inclusion in our AS-T in Film, Television, and Electronic Media. Therefore, this version of the course is being deleted.

## **SOCIAL SCIENCES DIVISION**

### **ADDITION – Effective Summer 2018**

#### **GLBL 002 ISSUES IN GLOBAL STUDIES**

**3 units**

Historical background, current status, and future possibilities of important transnational issues and challenges facing the global community. Topics include: economic development and inequality, basic human needs (food, water, health care), human rights, population trends (migration, refugees, human trafficking), international conflicts, and environmental problems. Emphasis on critical thinking about global governance, global responsibilities, and global citizenship. Total of 54 hours lecture.

*Transfer Credit: CSU; UC credit under review*

**Grade Mode:** L

**Rationale:** The Social Science division is creating a Global Studies (GLBL) discipline and Associate Degree for Transfer. This course is a requirement for the program to be compliant and is one of two new courses being developed as a core requirement of the degree.