

PASADENA CITY COLLEGE  
CURRICULUM AND INSTRUCTION COMMITTEE  
MINUTES OF MEETING  
THURSDAY, DECEMBER 7, 2017

**CALLED TO ORDER:** 1:29 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  
Wendy Lucko, Engineering & Technology  
Keith Williams, English  
Sebrenia Law, Health Sciences  
Tamara Knott-Silva, Kinesiology, Health and Athletics  
Lindsey Ruiz, Languages  
Walter Butler, Library  
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  
Armando Duran, Counseling/Student Success Services  
Carrie Starbird, Mathematics and Computer Science  
James Arnwine, Performing and Communication Arts  
Isela Ocegueda, English

**VISITORS**

Arineh Arzoumanian

*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.*

Paul Price  
Leslie Tirapelle  
Barron Yanaga  
Seung Yang  
Stephanie Schmidt  
Lynora Rogacs  
Andrea Murray  
John Tyberg  
Earlie Douglas  
Jonathan Miller  
Barry Jensen  
Denise Romero  
Linda Hintzman  
Silvia Rigon  
Masood Kamandy  
Derek Milne  
David Evans  
Beverley Dunbar  
Tanysha Laney

## **WELCOME**

Self-introductions were made.

## **II. PUBLIC COMMENT**

Masood Kamandy had the following public comment:

- The C&I system has been responsive, functional, and incredibly validating for us.

Digital Media Arts Background: We combine ART + SCIENCE

- Small, vibrant and growing department: Creative Technology club, virtual reality games, hands-on workshops.

- Continuing our push to combine ART and SCIENCE.

- Last year we had 900 enrollments. This number represents a 225% increase in enrollment over 5 years prior.

- Over the same period FTES has also increased 229%. We are currently at around 179 FTES. This will go up.

Labor Market Information

- PCC currently creates 34 qualified, certificated candidates per year for 289 job openings in Digital Media.

- Those jobs have an average hourly wage of \$32.29. This does not include freelance work.

Certificates

- Counselors use these established pathways to guide students into our courses. We do not appear on any because of the new nature of our curriculum.

- We need certificates. Larger plan to write 6 certificates using the guidance of our industry advisory board.

- Students cannot declare a Digital Media major or get financial aid without these pathways.

- Students create portfolios to transfer into private schools. They compete with private school students who have had rich lower-division Digital Media education at private schools.

Background to Problem

- The system at PCC and after C&I approval to get our certificates to our students has not worked for the last 2 cycles.

- From what we can tell, there is no accountability, oversight, or transparency built into the process at PCC.

- This is the 3rd time our Animation certificate has had to be rewritten and presented to C&I because it was never submitted to the LAOCRC
- This is the 2nd time Interactive Art & Design has been rewritten and is here before C&I for the same reason.
- Fall of 2017 saw 2 (almost 4) courses cancelled. Both were taught by adjuncts who lost their semester jobs.
- We anticipate another cancellation of one of our newer, more innovative courses in the winter because its accompanying certificate never left PCC.
- Certificates have left C&I and sat on desks, forcing faculty to redo this work for 3 years in a row which is a waste of valuable college resources.

#### Possible Solutions

- Digital Media would like to be a part of the solution.
- But first we need to acknowledge and identify the problem.
- Audit and a root cause analysis of the process to discover the points of failure and suggest possible improvements.
- Incorporate the LAOCRC submission process into C&I.
- Create an oversight body without a single point of failure that handles the process.

### **III. COMMITTEE DISCUSSION with vote**

**ON MOTION** by Sonia Wurst and seconded by Sharon Bober, the committee voted unanimously to approve the modification to ACCT 001B.

**ON MOTION** by Sonia Wurst and seconded by Sharon Bober, the committee voted unanimously to approve the modification of Distance Education to ACCT 001B.

**ON MOTION** by Sharon Bober and seconded by Sonia Wurst, the committee voted unanimously to approve the modification to BUS 114.

**ON MOTION** by Tamara Knott-Silva and seconded by Walter Butler, the committee voted unanimously to approve the modification of Distance Education to BUS 114.

**ON MOTION** by Sonia Wurst and seconded by Tamara Knott-Silva, the committee voted unanimously to approve the addition of CIS 012 to the agenda for deletion of the prerequisite.

**ON MOTION** by Sonia Wurst and seconded by Cara Burres-Jones, the committee voted unanimously to approve the modifications to CIS 001, 010, 011, 012, 141, 165, 167, 168, 169A, 169B, 170, 192, 193, 197 and 199.

**ON MOTION** by Jeff Hupp and seconded by Sonia Wurst, the committee voted unanimously to approve the modifications and deletion (CIS 012) of the prerequisites to CIS 012, 141, 165, 169A, 169B, 170.

**ON MOTION** by Jeff Hupp and seconded by Sonia Wurst, the committee voted unanimously to approve the additions and modifications to Distance Education of CIS 001, 010, 011, 012, 141, 165, 167, 168, 169A, 169B, 170, 192, 193, 197, and 199.

**ON MOTION** by Jeff Hupp and seconded by Keith Williams, the committee voted unanimously to approve the deletions of CIS 066, 074, 080, 115, 132, 133, 135, 139, 142, 166, and 169.

**ON MOTION** by Walter Butler and seconded by Jeff Hupp, the committee voted unanimously to approve the modifications to the Certificates of Achievement/Associate in Science in Computer Information Systems – Programming, and Computer Information Systems – Web Development.

**ON MOTION** by Walter Butler and seconded by Wendy Lucko, the committee voted unanimously to approve the modifications to the Occupational Skills Certificates in Computer Information Systems – CCNP Routing and Switching Preparation, Computer Information Systems – CCNA Routing and Switching Preparation, and Computer Information Systems – CISCO Advanced Network Engineer.

**ON MOTION** by Cara Burres-Jones and seconded by Sharon Bober, the committee voted unanimously to approve the deletion of the Occupational Skills Certificate in Computer Information Technology – E-Commerce and the Certificate of Achievement/Associate in Science in Computer Information Technology – Operations.

**ON MOTION** by Tamara Knott-Silva and seconded by Cara Burres-Jones, the committee voted unanimously to approve the modification to STAT 015.

**ON MOTION** by Sonia Wurst and seconded by Carrie Starbird, the committee voted unanimously to approve the modification of the prerequisite to STAT 015.

**ON MOTION** by Walter Buter and seconded by Sharon Bober, the committee voted unanimously to approve the modification to Distance Education to STAT 015.

**ON MOTION** by Sonia Wurst and seconded by Cara Burres-Jones, the committee voted unanimously to approve the addition of AUTO 100, 201, 202, 203, 204, 205, 206A, 206B, 207, 208A, and 208B.

**ON MOTION** by Sonia Wurst and seconded by Sharon Bober, the committee voted unanimously to approve the addition of the prerequisites to AUTO 201, 202, 203, 204, 205, 206B, 207, 208A, and 208B.

**ON MOTION** by Sonia Wurst and seconded by Tamara Knott-Silva, the committee voted unanimously to approve the modification to AUTO 200.

**ON MOTION** by Keith Williams and seconded by Sharon Bober, the committee voted unanimously to approve the deletions of AUTO 032, 050, 151, 215, 220, 221, 222, 223, 224, 225, 226, and 227.

**ON MOTION** by Sonia Wurst and seconded by Cara Burres-Jones, the committee voted unanimously to approve the modifications to the Occupational Skills Certificates in Automotive Technology – Automotive Electrical Systems Technician (from Automotive Technology – Electrical/Electronics Systems) and Automotive Technology – Heating & Air Conditioning Technician; and the Certificates of Achievement/Associate in Science in Automotive Technology – All Automotive Systems, Automotive Technology – Engine Performance Technician, Automotive Technology – Powertrain Technician, Automotive Technology – Undercar Technician, and Automotive Technology – Underhood Technician.

**ON MOTION** by Wendy Lucko and seconded by Tamara Knott-Silva, the committee voted unanimously to approve the additions of the Associate in Science in Engineering – Civil Engineering Emphasis, Associate in Science in Engineering – Electrical Engineering Emphasis, and Associate in Science in Engineering – Mechanical, Aerospace, and Manufacturing Engineering Emphasis.

**ON MOTION** by Michael Cranfill and seconded by Keith Williams, the committee voted unanimously to approve the modification to ENGL 100.

**ON MOTION** by Tamara Knott-Silva and seconded by Wendy Lucko, the committee voted unanimously to approve the addition of DA 161.

**ON MOTION** by Michael Cranfill and seconded by Charlotte Williams, the committee voted unanimously to approve the addition of the prereq change of DA 200B to the agenda.

**ON MOTION** by Charlotte Williams and seconded by Michael Cranfill, the committee voted unanimously to approve the modifications to the prerequisites of DA 108, 127, 140, 142, and 150.

**ON MOTION** by Wendy Lucko and seconded by Tamara Knott-Silva, the committee voted unanimously to approve the modifications to DA 100, 108, 110, 111, 120, 123A, 123B, 124, 125, 127, 135, 140, 142, 149, 150, 160, 200A, and 200B.

**ON MOTION** by Sonia Wurst and seconded by Sharon Bober, the committee voted unanimously to approve the additions and modifications of Distance Education to DA 100, DA 111, DA 124, 149, and 160.

**ON MOTION** by Lindsey Ruiz and seconded by Michael Cranfill, the committee voted unanimously to approve the modification to the Certificate of Achievement/Associate in Science in Dental Assisting.

**ON MOTION** by Sebrenia Law and seconded by Cara Burres-Jones, the committee voted unanimously to approve the modification of EMED 101A.

**ON MOTION** by Carrie Starbird and seconded by Sonia Wurst, the committee voted unanimously to approve the modification of the prerequisite of EMED 101A.

**ON MOTION** by Sebrenia Law and seconded by Sharon Bober, the committee voted unanimously to approve the modifications to the Occupational Skills Certificate in Emergency Medical Technology - Basic Level Emergency Medical Technician.

**ON MOTION** by Jeff Hupp and seconded by Sharon Bober, the committee voted unanimously to approve the modification to DH 121.

**ON MOTION** by Michael Cranfill and seconded by Wendy Lucko, the committee voted unanimously to approve the modification to the name of the Certificate of Achievement/Associate in Science in Anesthesia Technology (from Anesthesia Technician).

**ON MOTION** by Sonia Wurst and seconded by Keith Williams, the committee voted unanimously to approve the modifications to ESL 133, 410A, 410B, and 459.

**ON MOTION** by Sharon Bober and seconded by Cara Burres-Jones, the committee voted unanimously to approve the addition and modification of Distance Education to ESL 133, 410A, 410B, and 459.

**ON MOTION** by Carrie Starbird and seconded by Wendy Lucko, the committee voted unanimously to approve the addition of LIB 122 to the agenda for the modification of Distance Education.

**ON MOTION** by Cara Burres-Jones and seconded by Sonia Wurst, the committee voted unanimously to approve the modifications to LIB 103, 104, 121, and 122.

**ON MOTION** by Cara Burres-Jones and seconded by Tamara Knott-Silva, the committee voted unanimously to approve the modification to Distance Education to LIB 122.

**ON MOTION** by Cara Burres-Jones and seconded by Keith Williams, the committee voted unanimously to approve the Occupational Skills Certificate in Digitization Skills for Libraries and Cultural Heritage Organizations.

**ON MOTION** by Cara Burres-Jones and seconded by Sharon Bober, the committee voted unanimously to approve the addition of MATH 003 to the agenda for modification of the prerequisite.

**ON MOTION** by Tamara Knott-Silva and seconded by Isela Ocegueda, the committee voted unanimously to approve the modifications to MATH 131 and 331.

**ON MOTION** by Jeff Hupp and seconded by Walter Butler, the committee voted unanimously to approve the modifications to the prerequisites to MATH 131 and 331.

**ON MOTION** by Jeff Hupp and seconded by Carrie Starbird, the committee voted unanimously to approve the modification to MATH 038.

**ON MOTION** by Jeff Hupp and seconded by Keith Williams, the committee voted unanimously to approve the modification to the prerequisite of MATH 038.

**ON MOTION** by Sharon Bober and seconded by Tamara Knott-Silva, the committee voted unanimously to approve the modification of MATH 003.

**ON MOTION** by Jeff Hupp and seconded by Sharon Bober, the committee voted unanimously to approve the modification of the prerequisite to MATH 003.

**ON MOTION** by Carrie Starbird and seconded by Sharon Bober, the committee voted unanimously to approve the addition of MATH 005A to the agenda for modification of the prerequisite.

**ON MOTION** by Tamara Knott-Silva and seconded by Wendy Lucko, the committee voted unanimously to approve the modification of MATH 005A.

**ON MOTION** by Sharon Bober and seconded by Carrie Starbird, the committee voted unanimously to approve the modification to the prerequisite of MATH 005A.

**ON MOTION** by Sharon Bober and seconded by Carrie Starbird, the committee voted unanimously to approve the addition of Distance Education to MATH 005A.

**ON MOTION** by Sharon Bober and seconded by Carrie Starbird, the committee voted unanimously to approve the addition of STAT 050H.

**ON MOTION** by Carrie Starbird and seconded Sharon Bober, the committee voted unanimously to approve the addition of the prerequisite to STAT 050H.

**ON MOTION** by Cara Burres-Jones and seconded by Walter Butler, the committee voted unanimously to approve the addition of Distance Education to STAT 050H.

**ON MOTION** by Sharon Bober and seconded by Tamara Knott-Silva, the committee voted unanimously to approve the modification of STAT 050.

**ON MOTION** by Keith Williams and seconded by Sharon Bober, the committee voted unanimously to approve the modification of Distance Education to STAT 050.

**ON MOTION** by Tamara Knott-Silva and seconded by Cara Burres-Jones, the committee voted unanimously to approve the modifications to MUSC 045A, 045B, 073A, 073B, 117, 121, and 144.

**ON MOTION** by Sharon Bober and seconded by Cara Burres-Jones, the committee voted unanimously to approve the additions and modifications to the prerequisites of MUSC 073A, 073B, and 144.

**ON MOTION** by Brad Steed and seconded by Cara Burres-Jones, the committee voted unanimously to approve the modifications to TVR 014A, 014B, 016A, 021, 024, 141B, 143, and 144.

**ON MOTION** by Jeff Hupp and seconded by Lindsey Ruiz, the committee voted unanimously to approve the additions and modifications of prerequisites to TVR 014A, 014B, 016A, 024, and 141B.

**ON MOTION** by Sharon Bober and seconded by Tamara Knott-Silva, the committee voted unanimously to approve the modification to SLPA 126.

**ON MOTION** by Charlotte Williams and seconded by Brad Steed, the committee voted unanimously to approve the modification to the Associate in Science in Speech-Language Pathology Assistant.

Note: There is no Certificate of Achievement for this degree. It was determined that a certificate without the degree was not acceptable to the accrediting body.

**ON MOTION** by Cara Burres-Jones and seconded by Jeff Hupp, the committee voted unanimously to approve the modifications of ANTH 009 and 040 (from ANTH 030H).

**ON MOTION** by Cara Burres-Jones and seconded by Paul Price, the committee voted unanimously to approve the addition of ANTH 140.

**ON MOTION** by Cara Burres-Jones and seconded by Paul Price, the committee voted unanimously to approve the addition of the prerequisite to ANTH 140.

**ON MOTION** by Sonia Wurst and seconded by Paul Price, the committee voted unanimously to approve the addition Distance Education to ANTH 009.

**ON MOTION** by Cara Burres-Jones and seconded by Paul Price, the committee voted unanimously to approve the modification to the Occupational Skills Certificate in Archaeological Field Work.

**ON MOTION** by Carrie Starbird and seconded by Tamara Knott-Silva, the committee voted unanimously to approve the addition of SOC 030.

**ON MOTION** by Lindey Ruiz and seconded by Charlotte Williams, the committee voted unanimously to approve the modifications to CHDV 030 and 035.

**ON MOTION** by Michael Cranfill and seconded by Carrie Starbird, the committee voted unanimously to approve the modification to the prerequisite to CHDV 030.

**ON MOTION** by Carrie Starbird and seconded by Cara Burres-Jones, the committee voted unanimously to approve the addition of CHDV 119 to the agenda for the modification of the prerequisite.

**ON MOTION** by Tamara Knott-Silva and seconded by Sonia Wurst, the committee voted unanimously to approve the modification of CHDV 119.

**ON MOTION** by Tamara Knott-Silva and seconded by Sonia Wurst, the committee voted unanimously to approve the modification to the prerequisite of CHDV 119.

**ON MOTION** by Sonia Wurst and seconded by Tamara Knott-Silva, the committee voted unanimously to approve the modifications to the Certificates of Achievement/Associate in Science in Child Development – Administration, Child Development – Early Intervention, Child Development – Infant/Toddler, Child Development – Language & Literacy, Child Development – Science & Math Integration, and Child Development – Special Education.

**ON MOTION** by Jeff Hupp and seconded by Tamara Knott-Silva, the committee voted unanimously to approve the addition of GLBL 001, ECON 001AH, and 001BH.

**ON MOTION** by Jeff Hupp and seconded by Tamara Knott-Silva, the committee voted unanimously to approve the addition of prerequisites to ECON 001AH and 001BH.

**ON MOTION** by Michael Cranfill and seconded by Wendy Lucko, the committee voted unanimously to approve the modifications to PHIL 001, 001H, and 003.

**ON MOTION** by Tamara Knott-Silva and seconded by Wendy Lucko, the committee voted unanimously to approve the modification to PHIL 020A.

**ON MOTION** by Tamara Knott-Silva and seconded by Michael Cranfill, the committee voted unanimously to approve the modification to POLS 006.

**ON MOTION** by Wendy Lucko and seconded by Tamara Knott-Silva, the committee voted unanimously to approve the addition of Distance Education to PHIL 001 and 003.

**ON MOTION** by Michael Cranfill and seconded by Brad Steed, the committee voted unanimously to approve the modifications to ART 056, 057, 060, 061, 064, and 098.

**ON MOTION** by Carrie Starbird and seconded by Michael Cranfill, the committee voted unanimously to approve the addition of ART 059, 085A and 085B to the agenda.

**ON MOTION** by Michael Cranfill and seconded by Keith Williams, the committee voted unanimously to approve the additions of ART 059, 085A, and 085B.

**ON MOTION** by Sonia Wurst and seconded by Tamara Knott-Silva, the committee voted unanimously to approve the addition and modification of Distance Education to ART 056, 059, 060, and 061.

**ON MOTION** by Michael Cranfill and seconded by Tamara Knott-Silva, the committee voted unanimously to approve the modifications of the Certificate of Achievement/Associate in Science in Digital Media – Animation



& Motion Arts, Digital Media – Interactive Art & Design, Digital Media – Web Design & Development, and Product Design – Technology.

**ON MOTION** by Jeff Hupp and seconded by Keith Williams, the committee voted unanimously to approve the modification to the Occupational Skills Certificate in Cinema – Cinematography.

**ON MOTION** by Carrie Starbird and seconded by Sonia Wurst, the committee voted unanimously to approve the modification to the Associate in Arts in Elementary Teacher Education.

#### **IV. ANNOUNCEMENTS**

None.

#### **V. ADJOURNMENT**

ON MOTION by Sonia Wurst and seconded by Cara Burres-Jones, the meeting adjourned at 6:41 p.m.

This concludes the 2017-18 academic cycle of the Curriculum and Instruction Committee.

## **ADDENDUM**

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

MODIFICATION – SLOs, SPOs, CCOs, MOIs, contact hours (from 90 to 72), texts, update Distance Education – Effective Summer 2018

#### **ACCT 001B MANAGERIAL ACCOUNTING**

4 units

Prerequisite: ACCT 001A.

Principles of managerial accounting. The use of accounting information in decision-making, planning, directing operations and controlling. Focuses on cost terms and concepts, cost behavior, cost structure and cost-volume-profit analysis. Includes issues relating to cost systems, cost control, profit planning, and performance analysis in manufacturing and service environments. Total of 72 hours lecture.

Transfer Credit: CSU; UC. \*C-ID: ACC 120

Grade Mode: L

Rationale: Update, particularly for Form D. Modifications to SLOs, SPOs, CCOs, MOIs. Updated texts.

MODIFICATION – SLOs, SPOs, MOIs, MOEs, texts, min quals – Effective Summer 2018

#### **BUS 114 BUSINESS MATHEMATICS**

3 units

Mathematical processes and techniques currently used in the fields of business and finance. Emphasis on solving business problems related to financial decision-making and the management of cash flow. Calculate percentages, trade and cash discounts, markups and markdowns, simple and compound interest, bank discounts, present and future value of annuities and sinking funds. Total of 54 hours lecture.

Grade Mode: L

Rationale: 1) The field of Finance has been added to the SLOs to align with the course description that reflects the content of course. 2) SPOs were edited to remove excess wording. 3) MOIs were re-written to be more specific to the course. 4) MOEs were added to address assessment of SLOs. 5) Textbooks have been updated to current editions. 6) Minimum qualifications have been adjusted to the appropriate degrees needed for a person to be qualified to teach the course. 7) Certificates requiring the course have been updated. 8) Facilities needed to teach the course. 9) Equipment needed to teach the course.

MODIFICATION – SLOs, SPOs, CCOs, MOIs, MOEs, update Distance Education, catalog description, texts – Effective Summer 2018

#### **CIS 001 INTRODUCTION TO COMPUTERS**

3 units

Computer hardware, software, operating systems, file management, local area networks, Internet, digital data representation, and digital media. Computer technology related issues and future trends. Hands-on experience with word processing, presentation, spreadsheet, and database software. For students with little to no prior computer experience. No credit if taken after CIS 010. Total of 36 hours lecture and 54 hours laboratory.

Transfer Credit: CSU; UC

Grade Mode: L

Rationale: To add spreadsheet and database software contents to this course to satisfy the transfer requirements for some universities. To update catalog description, SLOs, SPOs, CCOs, MOIs, MOEs, textbooks, and Distance Education.

MODIFICATION – SLOs, SPOs, CCOs, update Distance Education, catalog description, texts – Effective Summer 2018

#### CIS 010 INTRODUCTION TO INFORMATION SYSTEMS

3 units

Examination of information systems and their role in business. Focus on information systems, database management systems, system development, networking, Internet and web, e-commerce, security, application development languages and tools, computer systems hardware and software components. Application of these concepts and methods through hands-on projects developing computer-based solutions to business problems.

Total of 36 hours lecture and 54 hours laboratory.

Transfer Credit: CSU; UC. C-ID: ITIS 120

Grade Mode: L

Rationale: To add word-processing and presentation software contents to this course to satisfy the transfer requirements for some universities. To update catalog description, SLOs, SPOs, CCOs, textbooks, and Form-D (Distance Learning)

MODIFICATION – MOIs, MOEs, update Distance Education, catalog description, texts – Effective Summer 2018

#### CIS 011 INFORMATION AND COMMUNICATION TECHNOLOGY ESSENTIALS

4 units

Introduction to the computer hardware and software skills needed to help meet the growing demand for entry-level Information and Communication Technology (ICT) professionals. The fundamentals of computer hardware and software as well as advanced concepts such as security, networking, and the responsibilities of an ICT professional will be introduced. Preparation for the CompTIA A+ certification exams. Total of 54 hours lecture and 54 hours laboratory.

Transfer Credit: CSU. C-ID: ITIS 110

Grade Mode: L

Rationale: To update catalog description to match the description of C-ID descriptor, ITIS 110. To update MOIs, MOEs, certificates, and textbook. Modification to DE form.

MODIFICATION – Title, SLOs, SPOs, CCOs, MOIs, MOEs, assignment, update Distance Education, catalog description, prereq (remove all), texts – Effective Summer 2018

#### CIS 012 INTRODUCTION TO PROGRAMMING CONCEPTS AND METHODOLOGIES USING PYTHON

3 units

Foundation course in programming for students with little or no programming knowledge or experience. An introduction to the fundamental concepts and models of application development including the basic concepts of program design, data structures, programming, problem solving, programming logic, and fundamental design techniques for event-driven programs. Hands-on experience with Python programming language and development platform. Total of 36 hours lecture and 54 hours laboratory.

Transfer Credit: CSU; UC

Grade Mode: L

Rationale: To align with C-ID descriptor, ITIS 130 INTRODUCTION TO PROGRAMMING CONCEPTS AND METHODOLOGIES. To update title, prerequisite, catalog description, CCOs, SPOs, SLOs, MOIs, MOEs, assignments, and textbooks. To add Form-D (Distance Learning).

MODIFICATION – Title, SLOs, MOIs, MOEs, prereq (from CIS 140B to CIS 146), update Distance Education – Effective Summer 2018

#### CIS 141 MCSA: MICROSOFT EXCHANGE SERVER ADMINISTRATION

4 units

Prerequisite: CIS 146.

Install, configure and manage Microsoft Exchange Server in a Windows Active Directory environment. Configure Microsoft Exchange Server roles. Manage users, mailboxes, security, and database. Configure connectors, antivirus and anti-spam systems, transport rules and message compliance, archiving, policies, client connectivity, public folders, and high availability. Backup and restore Exchange Server. Total of 54 hours lecture and 54 hours laboratory.

Grade Mode: L

Rationale: This proposal updates prerequisite from CIS 140B to CIS 146. CIS 140B was archived last year and CIS 146 was created to replace CIS 140B. Minor title change from MCSE to MCSA. To update SLOs, MOIs, MOEs, certificates, Form B, and Form D.

MODIFICATION – SLOs, SPOs, MOIs, MOEs, assignments, prereq (remove CCNA Cert or equiv; add CIS 164 or valid CCNA cert), recommended prep (remove), catalog description, TOP code, update Distance Education – Effective Summer 2018

#### CIS 165 CCNP R&S ROUTE: IMPLEMENTING IP ROUTING

4 units

Prerequisite: CIS 164 or valid CCNA R&S certification or equivalent.

Authorized Cisco Networking Academy CCNP R&S ROUTE course with lecture and hands-on lab. Advanced topics in Cisco routing including how to design, configure, maintain and scale routed networks that are growing in size and complexity, using Cisco routers connected in LANs and WANs typically found at medium to large network sites. Emphasis toward preparing for the Cisco Certified Network Professional (CCNP R&S ROUTE) examination. Total of 54 hours lecture and 72 hours laboratory.

Grade Mode: L

Rationale: To update top code, certificates, Form D, SLOs, SPOs, MOIs, MOEs, assignments, prerequisite (remove CCNA Certificate of equiv; add CIS 164 or valid CCNA R&S certification or equivalent), and remove recommended preparation. To add Form B and modify Form D.

MODIFICATION – Title, SLOs, SPOs, CCOs, MOIs, MOEs, assignment, catalog description, update Distance Education, TOP code – Effective Summer 2018

#### CIS 167 CCNP R&S SWITCH: IMPLEMENTING CISCO IP SWITCHED NETWORKS

4 units

Prerequisite: CIS 165.

Build and manage enterprise networks using multilayer switching technologies. Covers enterprise network design, VLANs, Spanning-Tree Protocol (STP), inter-VLAN routing, Multilayer Switching (MLS), Cisco Express Forwarding (CEF), and Hot Standby Router Protocol (HSRP). Securing the switched network model, including setting passwords, local and remote login, modifying default privilege levels, and applying Layer 3 traffic management techniques to the enterprise network. Very detailed information regarding the role of switches in multicasting. Emphasis toward preparing for the Cisco Certified Network Professional (CCNP R&S SWITCH) examination. Total of 54 hours lecture and 72 hours laboratory.

Grade Mode: L

Rationale: To update top code, certificates, catalog description, SLOs, SPOs, CCOs, MOIs, MOEs, Form D, and assignments. Modification of course title; to be consistent with CIS 165 and CIS 168.

MODIFICATION – Title, SLOs, SPOs, CCOs, MOIs, MOEs, catalog description, assignment, contact hours, update Distance Education – Effective Summer 2018

#### CIS 168 CCNP R&S TSHOOT: TROUBLESHOOTING AND MAINTAINING IP NETWORKS

4 units

Prerequisite: CIS 167.

Diagnose, isolate, and correct network failures and performance problems. Identify troubleshooting targets and use appropriate troubleshooting tools to manage network. Emphasis toward preparing for the Cisco Certified Network Professional, Troubleshooting (CCNP R&S TSHOOT) examination. Total of 54 hours lecture and 54 hours laboratory.

Grade Mode: L

Rationale: To update the unit to lab hour ratio (lab hours: 72 to 54). To modify catalog description to reflect the lab hour change. Modification of course title; to be consistent with CIS 165 and CIS 167. To update certificates, SLOs, SPOs, CCOs, MOIs, MOEs, Form B, Form D, and assignments.

MODIFICATION – SLOs, SPOs, CCOs, MOIs, MOEs, catalog description, contact hours, prereq (add CIS 164), update Distance Education – Effective Summer 2018

#### CIS 169A CCNA SECURITY

4 units

Prerequisite: CIS 164 or valid CCNA R&S certification or equivalent.

Installation, configuration, troubleshooting and monitoring of Cisco network devices to maintain integrity, confidentiality, and availability of data and devices. Topics include security concepts, secure network infrastructure, managing secure access, AAA, VPN encryption, firewalls, intrusion prevention, web and email content security, and endpoint security. Preparation for the CCNA Security certification exam. Total of 54 hours lecture and 54 hours laboratory.

Grade Mode: L

Rationale: Cisco Systems' CCNA Security certification has been updated. This proposal is to align this course with new CCNA Security exam. To update the unit to lab hour ratio (lab hours: 72 to 54). To modify catalog description to reflect the lab hour change. To update top code, certificates, SLOs, SPOs, CCOs, MOIs, MOEs, assignments, form D, and prerequisite. To add form B.

MODIFICATION – Title, SLOs, SPOs, CCOs, MOIs, MOEs, assignment, contact hours, catalog description, prereq (add “or valid CCNA Security certification or equivalent”), texts, update Distance Education, TOP code – Effective Summer 2018

#### CIS 169B CCNP SECURITY: IMPLEMENTING CISCO EDGE NETWORK SECURITY SOLUTIONS

4 units

Prerequisite: CIS 169A or valid CCNA Security certification or equivalent.

Implement and manage Cisco perimeter edge network security solutions utilizing Cisco Switches, Cisco Routers, and Cisco ASA firewalls. Focus on reducing the risk to IT infrastructures and applications using Cisco network devices. Preparation for the CCNP Security exam (Implementing Cisco Edge Network Security Solutions). Total of 54 hours lecture and 54 hours laboratory.

Grade Mode: L

Rationale: Cisco Systems' CCNP Security certification has been updated. This proposal is to align this course with new CCNP Security Implementing Cisco Edge Network Security Solutions exam. To update the unit to lecture hour ratio (lecture hours: 72 to 54 – 3 units). To update top code, certificates, catalog description, SLOs,

SPOs, CCOs, MOIs, MOEs, assignments, textbook, enrollment limitations, and prerequisite. To add Form B. Update Distance Education.

MODIFICATION – Title, SLOs, SPOs, CCOs, MOIs, MOEs, assignment, catalog description, contact hours, prereq (remove CIS 166; add CIS 164 or valid CCNA R&C cert or equiv), texts, update Distance Education, TOP code – Effective Summer 2018

#### CIS 170 CISCO IP TELEPHONY ADMINISTRATION

4 units

Prerequisite: CIS 164 or valid CCNA R&S certification or equivalent.

Install, configure, and troubleshoot Cisco Unified Communications (UC) solutions. Administration of end-user interfaces, telephony and mobility features, dial plan, Cisco IOS gateways, and Cisco UC solutions maintenance. Preparation for the Cisco CCNA Collaboration exam. Total of 54 hours lecture and 54 hours laboratory.

Grade Mode: L

Rationale: Cisco Systems' VoIP certifications have been updated. This proposal is to align this course with new CCNA Collaboration exam. To update the unit to lecture hour ratio (lecture hours: 72/54 to 54/54 – 4 units). To update top code, title change, certificates, catalog description, SLOs, SPOs, CCOs, MOIs, MOEs, assignments, textbook, and prerequisite (remove CIS 166; add CIS 164 or valid CCNA R&S certification or equivalent). To add Form B and Form D.

MODIFICATION – Title – Effective Summer 2018

#### CIS 192 INTRODUCTION TO WEB DEVELOPMENT

3 units

Principles of web page design using HTML, XHTML, CSS, and JavaScript. Practical solutions to building multimedia-based Web Pages using emerging technologies. Total of 36 hours lecture and 54 hours laboratory. No credit if taken after GRFX 192.

Grade Mode: L, P

Rationale: This proposal updates the course title from INTRODUCTION TO WEB AUTHORING to INTRODUCTION TO WEB DEVELOPMENT; to be consistent with certificate title (CIS – WEB DEVELOPMENT) and other web development courses. The proposal to change CIS WEB DEVELOPMENT APPLICATIONS to CIS WEB DEVELOPMENT has also been submitted.

MODIFICATION – Title, SLOs, SPOs, CCOs, MOIs, MOEs, assignment, catalog description, addition of Distance Education – Effective Summer 2018

#### CIS 193 WEB DEVELOPMENT USING JAVASCRIPT

3 units

Prerequisite: CIS 012.

Web application programming using JavaScript. Course covers adding and manipulating JavaScript code; handling expressions, debugging and error handling; working with browsers, Object-Oriented programming, manipulating strings and arrays; handling security, programming interfaces, updating Web pages with Ajax and HTTP, requesting and receiving server data; coding and implementing JQuery. Total of 36 hours lecture and 54 hours laboratory.

Grade Mode: L

Rationale: This proposal updates the course title from WEB APPLICATIONS USING JAVASCRIPT to WEB DEVELOPMENT USING JAVASCRIPT to be consistent with certificate title (CIS – WEB DEVELOPMENT) and other web development courses. The proposal to change CIS – WEB DEVELOPMENT APPLICATIONS to CIS – WEB DEVELOPMENT has also been submitted. The SPOs of CIS 012 have been updated. This

proposal updates Form-B. To update CCOs, SPOs, SLOs, MOIs, MOEs, catalog description, textbook, certificates, and assignments. To add Form-D (Distance Learning).

MODIFICATION – Title, SLOs, SPOs, CCOs, MOIs, MOEs, assignment, catalog description, addition of Distance Education – Effective Summer 2018

CIS 197 WEB DEVELOPMENT USING PHP AND MYSQL

3 units

Prerequisite: CIS 012.

Web applications development using PHP and MySQL to build professional, database-driven Web sites that incorporate authentication and security. Includes a comprehensive Web development project that applies core concepts resulting in a PHP code demonstration site. Total of 36 hours lecture and 54 hours laboratory.

Grade Mode: L

Rationale: This proposal updates the course title from WEB APPLICATIONS USING PHP MYSQL to WEB DEVELOPMENT USING PHP AND MYSQL; to be consistent with certificate title (CIS – WEB DEVELOPMENT) and other web development courses. The proposal to change CIS – WEB DEVELOPMENT APPLICATIONS to CIS – WEB DEVELOPMENT has also been submitted. The SPOs of CIS 012 have been updated. This proposal updates Form-B. To update catalog description, CCOs, SPOs, SLOs, MOIs, MOEs, certificates, and assignments. To add Form-D (Distance Learning).

MODIFICATION – Title, SLOs, SPOs, CCOs, MOIs, MOEs, assignment, catalog description, texts, addition of Distance Education – Effective Summer 2018

CIS 199 WEB DEVELOPMENT USING RUBY ON RAILS

3 units

Prerequisite: CIS 012.

Introduction to Web Applications Development using the Ruby on Rails framework. Topics include Ruby fundamentals, Rails basics, Rails installation, Model-View-Controller (MVC) architecture, ActiveRecord, Controllers, Views, test-driven development, application security, and deployment and scaling. Total of 36 hours lecture and 54 hours laboratory.

Grade Mode: L

Rationale: This proposal updates the course title from WEB SCRIPTING AND WEB SERVER SECURITY to WEB DEVELOPMENT USING RUBY ON RAILS; to be consistent with certificate title (CIS – WEB DEVELOPMENT) and other web development courses. The proposal to change CIS – WEB DEVELOPMENT APPLICATIONS to CIS – WEB DEVELOPMENT has also been submitted. This proposal also removes the overlapping topics with other web development courses and add more topics related Ruby On Rails programming language. To update SLOs, SPOs, CCOs, MOIs, MOEs, assignments, certificates, textbooks, and Form B. To add Form-D (Distance Learning).

MODIFICATION – Prereq (remove MATH 133B, 134B; add MATH 150), catalog description – Effective Summer 2018

STAT 015 STATISTICS FOR BUSINESS AND ECONOMICS

4 units

Prerequisite: MATH 131 or MATH 150 or BUS 014A or placement based on the mathematics assessment process.

(Business Division)

Descriptive and inferential statistics. Collection, analysis, and presentation of business and economic data using probability techniques, hypothesis testing, and predictive strategies to facilitate decision-making. Topics include measures of central tendency, and deviation; probability and sampling distributions; statistical inference;

correlation and linear regression; analysis of variance, chi square, and t-tests; and application of technology for statistical analysis including the interpretation of the relevance of the statistical findings. No credit if taken after STAT 018, 050, or 050H. Total of 72 hours lecture.

Transfer Credit: CSU; UC. C-ID: MATH 110

Grade Mode: L

Rationale: 1) Distance Ed Form added.

2) Textbooks have been updated to current editions.

3) Minimum qualifications have been adjusted to the appropriate degrees needed for a person to be qualified to teach the course.

4) Prerequisite Form B added for Math 150 – Quantitative Literacy II.

5) Catalog description (no credit if taken after STAT 018, 050, or 050H)

Currently, Stat 015 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 Stat 050, Elementary Statistics. Math 150 has the content necessary for those students who want to take Stat 15, but do not have Math 131 or Math 133B or Math 134B completed.

6) Prerequisites MATH 133B and MATH 134B removed because courses are no longer offered.

MODIFICATION – Title, SLOs, added recommended electives, SLOs – Effective Summer 2018

COMPUTER INFORMATION SYSTEMS – CCNA ROUTING AND SWITCHING PREPARATION

Occupational Skills Certificate

12 units

This Cisco Networking Academy's Cisco Certified Network Associate (CCNA) Routing & Switching curriculum provides students with necessary skills to seek entry-level employment in the field of Information Technology. Instruction includes training in installing, configuring, maintaining, and troubleshooting Cisco routers and switches in a small to enterprise routed and switched networking environment.

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

#### Required Courses

CIS 041 – CCNA R&S: Introduction to Networks (3)

CIS 042 – CCNA R&S: Routing and Switching Essentials (3)

CIS 163 – CCNA R&S: Scaling Networks (3)

CIS 164 – CCNA R&S: Connecting Networks (3)

#### Recommended Electives

CIS 169A – CCNA Security (4)

CIS 170 – CISCO IP Telephony Administration (4)

CIS 011 – Information and Communication Technology Essentials (4)

CIS 040 – UNIX/LINUX ADMINISTRATION (3)

CIS 045 – MCSA: Microsoft Windows System Administration 1 (4)

CIS 061 – Introduction to Information Systems Security (3)

Rationale: Formerly known as CIS – CCNA ROUTING & SWITCHING PREPARATION. To change program name to be COMPUTER INFORMATION SYSTEMS – CCNA ROUTING & SWITCHING PREPARATION; to be consistent with the rest of certification names. To add recommended electives and update description and SLOs.



MODIFICATION – Title, SLOs – Effective Summer 2018

COMPUTER INFORMATION SYSTEMS – CCNP ROUTING AND SWITCHING PREPARATION  
12 units

This CISCO Networking Academy's CISCO Certified Network Professional (CCNP) Routing and Switching curriculum provides students with necessary skills to seek entry to mid-level employment in the field of Information Technology. Instruction includes planning and implementing enterprise routing and switching solutions on CISCO routers and switches in complex enterprise routed and switched networking environment.

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

Required Courses

CIS 165 – CCNP R&S Route: Implementing IP Routing (4)

CIS 167 – CCNP R&S Switch: Implementing CISCO IP Switched Networks (4)

CIS 168 – CCNP R&S TSHOOT: Troubleshooting and Maintaining IP Networks (4)

Recommended Electives

CIS 169A – CCNA Security (4)

CIS 169B – CCNP Security: Implementing CISCO Edge Network Security Solutions (4)

CIS 170 – CISCO IP Telephony Administration (4)

Rationale: Formerly known as CIS - CISCO CERTIFIED NETWORK PROFESSIONAL (CCNP) PREPARATION (12 Units). To update program description and SLOs. Cisco Systems has changed the certification title from CCNP to CCNP Routing and Switching. This proposal updates the program to reflect the new change.

MODIFICATION – Units (from 17 to 16), courses (delete CIS 020 and 140AB; add CIS 045 and 146) –  
Effective Summer 2018

COMPUTER INFORMATION SYSTEMS – CISCO ADVANCED NETWORK ENGINEER  
16 units

This Cisco Advanced Network Engineer curriculum provides students with necessary skills to seek entry to mid-level employment in the field of Information Technology. Instruction includes planning and implementing enterprise routing, switching, and network security solutions using Cisco routers, switches, and ASA firewalls on complex enterprise routed and switched networks.

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

Required Courses

CIS 165 – CCNP R&S Route: Implementing IP Routing (4)

CIS 167 – CCNP R&S Switch: Implementing CISCO IP Switched Networks (4)

CIS 168 – CCNP R&S TSHOOT: Troubleshooting and Maintaining IP Networks (4)

CIS 169A – CCNA Security (4)

Recommended Electives

CIS 169B – CCNP SECURITY: Implementing CISCO Edge Network Security Solutions (4)

CIS 170 – CISCO IP Telephony Administration (4)

CIS 151 – VMWARE VSPHERE: Install, Configure, Manage (3)

CIS 040 – UNIX/LINUX Administration (3)  
CIS 045 – MCSA: Microsoft Windows System Administration 1 (4)  
CIS 061 – Introduction to Information Systems Security (3)  
CIS 063 – Introduction to Cybersecurity: Ethical Hacking (3)

Rationale: To add a program TOP code and update program description and SLOs. To add COMPUTER INFORMATION SYSTEM to the program name; to be consistent with other CIS certificates. To update unit change from 17 to 16; CIS 020 (1 unit) is removed from this certificate because it won't be offered anymore. This program contained CIS 140A and CIS 140B courses, which were archived. CIS 045 replaces CIS 140A. CIS 146 replaces CIS 140B.

MODIFICATION – SLOs, addition of required electives, catalog description – Effective Summer 2018  
COMPUTER INFORMATION SYSTEMS – PROGRAMMING  
18-19 units

This Programming curriculum prepares students with necessary skills to seek entry-level employment in programming. Instruction includes development, testing, deployment, and maintenance of applications using Python, C++, Java, and Visual Basic programming languages.

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

#### Required Courses

CIS 012 – Introduction to Programming Concepts and Methodologies Using Python (3)  
CIS 014 – C++ Programming (3)  
CIS 016 – Java Programming (3)  
CIS 036 – Introduction to Visual Basic (3)

#### Required Electives (Select 2 Courses)

CIS 038 – Advanced Visual Basic (3)  
CIS 192 – Introduction to Web Development (3)  
CIS 193 – Web Development Using Javascript (3)  
CIS 197 – Web Development Using PHP and MYSQL (3)  
CIS 199 – Web Development Using Ruby on Rails (3)  
CIS 031 – Introduction to Database Management Systems (3)  
CIS 062 – Introduction to Systems Analysis (3)  
CIS 010 – Introduction to Information Systems (3)  
CIS 011 – Information and Communication Technology Essentials (4)  
CIS 040 – UNIX/LINUX Administration (3)

#### Recommended Electives

ENGL 100 – Reading and Writing Skills (4)

Rationale: Currently this program has only required courses. To serve students' diverse interests in programming, this proposal adds required electives and updates title, description, and SLOs.

MODIFICATION – Title (from CIS – Web Development Applications), catalog description, SLOs – Effective Summer 2018  
COMPUTER INFORMATION SYSTEMS – WEB DEVELOPMENT  
18-19 units

This Web Development curriculum prepares students with necessary skills to seek entry-level employment in web applications development. Instruction includes development, testing, deployment, and maintenance of secure web applications using HTML, CSS, JavaScript, PHP, MySQL, Ruby on Rails, and Python.

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

#### Required Courses

CIS 012 – Introduction to Programming Concepts and Methodologies Using Python (3)

CIS 192 – Introduction to Web Development (3)

CIS 193 – Web Development Using Javascript (3)

CIS 197 – Web Development Using PHP and MYSQL (3)

#### Required Electives (Select 2 Courses)

CIS 199 – Web Development Using Ruby on Rails (3)

CIS 014 – C++ Programming (3)

CIS 016 – Java Programming (3)

CIS 036 – Introduction to Visual Basic (3)

CIS 038 – Advanced Visual Basic (3)

CIS 031 – Introduction to Database Management Systems (3)

CIS 062 – Introduction to Systems Analysis (3)

CIS 010 – Introduction to Information Systems (3)

CIS 011 – Information and Communication Technology Essentials (4)

CIS 040 – UNIX/LINUX Administration (3)

#### Recommended Electives

ENGL 100 – Reading and Writing Skills (4)

Rationale: Formerly known as CIS WEB DEVELOPMENT APPLICATIONS. Currently this program has only required courses. To serve students' diverse interests in programming, this proposal adds required electives and updates title, description, and SLOs.

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

CIS 066 ASSEMBLY LANGUAGE PROGRAMMING

3 units

Rationale: This course won't be offered anymore.

CIS 074 INTRODUCTION TO OBJECT ORIENTED SYSTEMS ANALYSIS AND DESIGN

3 units

Rationale: This course won't be offered anymore.

CIS 080 MICROCOMPUTER APPLICATIONS

3 units

Rationale: This course won't be offered anymore.

CIS 115 MICROCOMPUTER FIELD PRACTICE

2 units

Rationale: This course won't be offered anymore. This course is replaced by CIS 020.

### CIS 132 FOURTH GENERATION LANGUAGES

3 units

Rationale: This course won't be offered anymore

### CIS 133 LOCAL AREA NETWORKS (LANS)

3 units

Rationale: This course won't be offered anymore.

### CIS 135 CLIENT/SERVER DEVELOPMENT

1 unit

Rationale: This course won't be offered anymore.

### CIS 139 WINDOWS SERVER

3 units

Rationale: This course won't be offered anymore. This course has been replaced by CIS 045 and CIS 146.

### CIS 142 ADMINISTERING MICROSOFT SQL SERVER DATABASES

3 units

Rationale: This course won't be offered anymore. This course is replaced by CIS 142A, CIS 142B, and CIS 142C.

### CIS 166 CCNP: BUILDING CISCO REMOTE ACCESS NETWORKS

Rationale: Cisco Systems, Inc. updated CCNP Routing and Switching certification; this course is no longer part of the certification. This course won't be offered anymore.

### CIS 169 FUNDAMENTALS OF NETWORK SECURITY

5 units

Rationale: This course won't be offered anymore. This course is replaced by CIS 169A and CIS 169B

### DELETION – Effective Summer 2018

#### CIS – E-COMMERCE Occupational Skills Certificate

12 units

Rationale: This program won't be offered anymore.

#### CIS – OPERATIONS Certificate of Achievement

18 units

Rationale: This program won't be offered anymore. CIS – MICROSOFT ENTERPRISE DATABASE ADMINISTRATOR replaces CIS – OPERATIONS.

## ENGINEERING AND TECHNOLOGY DIVISION

### ADDITION – Effective Summer 2018

#### AUTO 100 BASIC AUTOMOTIVE FUNDAMENTALS

2 units

Vocabulary and theory of the internal combustion engine. Covers major vehicle operating systems including ignition, fuel, transmission, driveline, chassis, suspension, brakes, heating, and air

conditioning. Recommended for Automotive Program students that have no experience and/or did not attend a High School automotive program. This is the only Automotive Technology course that has no DMV or uniform requirement. Total of 36 hours lecture.

Grade Mode: L, P

Rationale: This course is designed to replace the lost sections of AUTO 32 Automotive Fundamentals. It is geared towards the non-program student OR students that have no experience or knowledge in the automotive area. It is vocabulary and theory based and has a strong need as local high school automotive programs have been discontinued. This course will serve as an introductory course for the program yet not part of the program because it does not meet the technical and lab aspect needed for the basic auto student. The faculty and Auto Advisory Board for PCC Auto Tech Program has seen for many years the courses with a split between these two types of students. The old AUTO 32 course was time constrictive to teachers, shop space, and supplies.

## AUTO 201 ENGINE OPERATION & TESTING

6 units

Prerequisite: AUTO 200.

Enrollment Limitation: Able to manipulate up to 50 lbs. in a safe manner. Work at an average 4 foot working height.

Technical course with hands-on experience related to automotive engine theory of operation and methods of testing. Extensive practice in using pinpoint testing to diagnose failures. Practice in disassembly measurement and reassembly of various four cycle engines. Use of precision measurement tools and assessing engine failure conditions. No credit if taken after AUTO 220. Total of 54 hours lecture and 162 hours laboratory. Formerly known as AUTO 220.

Grade Mode: L, A

Rationale: This course will now follow the NATEF and Advisory Board recommendations for subject matter and tasks. The course will cover all areas needed to help the student accomplish critical thinking for success in basic engine testing and diagnosing. This course aligns with the A1 ASE national exam and the content covered will help with test mastery.

## AUTO 202 AUTOMATIC TRANSMISSION AND TRANSAXLES

5 units

Prerequisite: AUTO 200 and AUTO 206A; or AUTO 032 and AUTO 050; or AUTO 200 and AUTO 050

Enrollment Limitation: DMV print out showing valid driver's license is required. Must be able to stand for long periods of time and work on overhead automotive lifts at a height of 5 ft or more while standing. Must lift and manipulate 80 lbs or more in a safe manner.

Theory of operation and service of hydraulic and electronic controlled automatic transmissions/transaxles available in automobiles and light trucks. Laboratory procedures include disassembly, inspection, reassembly of a common hydraulic controlled automatic transmission. Safe and correct use of special service and diagnostic tools is emphasized. This course prepares student for A2 ASE Professional Exam. No credit if taken after AUTO 223. Total of 54 hours lecture and 108 hours laboratory. Formerly AUTO 223.

Grade Mode: L, A

Rationale: This course has a new ID number for C-ID alignment and ASE/NATEF (accrediting body) test alignment. The original course ID was AUTO 223. C-ID: 120 Added resources area as they were blank. Updated text book and added physical limitations.

## AUTO 203 MANUAL TRANSMISSION, TRANSAXLE, AND DRIVETRAIN

5 units

Prerequisite: AUTO 200.

Enrollment Limitation: Must possess a valid driver's license. DMV print out showing valid driver's license is required. Able to work in a standing position for long periods and manipulate 80 lbs. or more in a safe manner. Theory of operation and diagnosis of manual transmissions, transaxles, clutches, differentials, driveshafts, constant velocity joints, and drive axles. Laboratory procedures include removal, disassembly, inspection, rebuilding, installation, and adjustment of manual transmissions and related assemblies. ASE A3 examination preparation. No credit if taken after AUTO 222. Total of 54 hours lecture and 108 hours laboratory. Formerly AUTO 222.

Grade Mode: L

Rationale: This course has a new ID number for C-ID alignment (AUTO 130) and ASE/NATEF (accrediting body) test alignment A3 test, NATEF task list (outcomes) will be easier to align at the 5 year review interval. The original course ID was AUTO 222.

## AUTO 204 AUTOMOTIVE SUSPENSION & STEERING

5 units

Prerequisite: Enrollment in or completion of AUTO 205.

Enrollment Limitation: Must possess a valid driver's license. DMV print out showing valid driver's license is required. Must be able to stand for long periods of time and work on cutting equipment at a height of 3 ft or more while standing. Must lift and manipulate 50 lbs or more in a safe manner.

Theory of operation, diagnosis, service and repair of suspension and steering systems. Wheel alignment on Hunter and John Beam Equipment, tire service and repair, tire diagnosis including wheel balancing. This course pertains to the Snap-On Industrial Certification in Wheel Service which includes alignment. NATEF Tasks are the basis of all lab work and ASE Student Certification Exam is required in course. No credit if taken after AUTO 225. Total of 54 hours lecture and 108 hours laboratory. Formerly AUTO 225.

Grade Mode: L, A

Rationale: This course has a new ID number for C-ID alignment (AUTO 240) and ASE/NATEF (accrediting body) test alignment. The original course ID was AUTO 225. Update on MOI, MOE, Assignments, catalog description update to include Snap on industry certification.

## AUTO 205 AUTOMOTIVE BRAKE SYSTEMS

4 units

Prerequisite: AUTO 200 and AUTO 206A; or AUTO 032 and ELTN 130; or AUTO 200 and ELTN 130.

Enrollment Limitation: Must possess a valid driver's license. DMV print out showing valid driver's license is required. Must be able to stand for long periods of time and work on cutting equipment at a height of 3 ft or more while standing. Must lift and manipulate 50 lbs. or more in a safe manner.

Theory of operation, diagnosis, and repair of ABS systems using ABS scanners. Emphasis is placed on complete brake services including related machine operations. Prepares students for the ASE A5 exam, ASE Student Certification testing is completed in this class. No credit if taken after AUTO 224. Total of 36 hours lecture and 108 hours laboratory. Formerly AUTO 224.

Grade Mode: L, A

Rationale: This course has a new ID number for C-ID alignment (AUTO 150) and ASE/NATEF (accrediting body) test alignment ties into the A5 test. The original course ID was AUTO 224. Update on MOI, MOE, Assignments, catalog description. Lecture unit value was decreased by 1 making it 36 lecture hours.

## AUTO 206A BASIC AUTOMOTIVE ELECTRICAL SYSTEMS

4 units

Enrollment Limitation: Valid DMV license (printout) required.

Fundamentals of electrical theory and how it is applied in modern vehicles. Understanding of basic automotive electrical systems: circuits and lights, electronic devices, starting motors, charging systems, batteries and indicating devices. Building of automotive circuits, testing and repair of DC automotive circuits. Introduction to reading schematics, and troubleshooting. First level course in the preparation for the Automotive Service Excellence (ASE) A6 certification program. No credit if taken after AUTO 050. Total of 54 hours lecture and 54 hours laboratory. Formerly AUTO 050.

Grade Mode: L, A

Rationale: A strong electrical foundation is needed in even the most basic lube technician as battery configuration and electrical systems are emerging. This course will be the pre-requisite course to AUTO 206b. This is a foundational electronics course geared to the automotive industry. This course will allow the program to remove ELTN 130 from the certificates and have control over the course offerings. Due to ELTN 130 being offered in another area and by different facility or not offered time to time it became difficult to have a co-hort of students enter and it was never a full group. The level of math needed was also a problem due to the algebra and this level was not needed for the automotive technician. The math requirements are now met with AUTO 200 as a foundational skill course. This AUTO 206a & AUTO 206b will prepare students for the A6 Electrical Systems National ASE (Automotive Service Excellence) Exam. Making the course a program course will also allow for proper tools and services to be followed per NATEF our accrediting agency.

#### AUTO 206B AUTOMOTIVE ELECTRICAL SYSTEMS

4 units

Prerequisite: AUTO 200 and AUTO 206A; or AUTO 032 and AUTO 050; or AUTO 200 and AUTO 050.

Theory, operation, and maintenance of microprocessor-based automotive control systems. Electronic fuel injection ignition, body computer modules and on-board diagnostic systems are covered. Use of digital scan tools, oscilloscopes and trouble-shooting procedures are practiced. This course prepares the student for the ASE A6 Electrical test. No credit if taken after AUTO 151. Total of 54 hours lecture and 54 hours laboratory. Formerly AUTO 151.

Grade Mode: L, A

Rationale: Remove AUTO 151 from program and replace with AUTO 206B which aligns with ASE A6 test, NATEF A6 task list and C-ID:AUTO 160. Modify SLO's and align with SPO's. Update of catalog description. Add resources and update textbook.

#### AUTO 207 AUTOMOTIVE HEATING & AIR CONDITIONING

3 units

Prerequisite: AUTO 200 and AUTO 206A; or AUTO 032 and AUTO 050; or AUTO 200 and AUTO 050.

Enrollment Limitation: Proof of valid DMV license required if working on vehicles in the Auto Facility.

Air conditioning theory, methods of testing, diagnosing and servicing automotive air conditioners. Introduction to new technologies, safe handling, reclaiming and recycling of refrigerants. Students will have the opportunity to take the United States Clean Air Act MACS Section 609 Refrigerant Recycling and Recovery Certification Program to obtain a refrigerant handlers' license. This course prepares students for the Automotive Service Excellence (ASE) A7 Professional Exam. No credit if taken after AUTO 215. Total of 36 hours lecture and 54 hours laboratory. Formerly AUTO 215.

Grade Mode: L, A

Rationale: Align with C-ID: AUTO170, ASE A7 and NATEF ASE task list. Replaces AUTO 215. Decreased lecture unit value by 1 making course 36 lecture hours, unit hours aligned with Rio Hondo and Citrus college courses in heating and A/C.

## AUTO 208A ENGINE PERFORMANCE

5 units

Prerequisite: AUTO 201 and AUTO 206B; or AUTO 220 and AUTO 151; or AUTO 220 and AUTO 206B.

Theory and operation of basic automotive fuel and ignition systems. Emission control system theory, operation, and testing. Laboratory practice presents engine service and maintenance utilizing primary engine diagnostic tools. DMV print out showing valid driver's license is required. First level course in the preparation for the Automotive Service Excellence (ASE) A8 ASE Professional Exam. No credit if taken after AUTO 226. Total of 54 hours lecture and 108 hours laboratory. Formerly AUTO 226.

Grade Mode: L, A

Rationale: Align course with ASE/ NATEF certification test. Change # sequence for student and re-accreditation with NATEF easier. Replaces AUTO 226.

## AUTO 208B ADVANCED ENGINE PERFORMANCE

5 units

Prerequisite: Enrollment in or completion of AUTO 208A

Enrollment Limitation: DMV printout showing valid license is required.

Theory and operation of electronic engine controls and includes: electronic fuel injection, electronic ignitions, on-board diagnostics and current emission systems. Laboratory practice includes proper set up and use of digital storage oscilloscopes, scan tools, engine analyzer, four and five-gas emission analyzers, and dynamometer. This course prepares the students for the Automotive Service Excellence (ASE) A8 Professional Exam. No credit if taken after AUTO 227. Total of 54 hours lecture and 108 hours laboratory. Formerly AUTO 227.

Grade Mode: L, A

Rationale: Alignment with ASE A8 test, NATEF A8 alignment. Replaces AUTO 227. Update to MOEs.

MODIFICATION – Recommended prep (add AUTO 100), SAM code, contact hours – Effective Summer 2018

## AUTO 200 AUTOMOTIVE FUNDAMENTALS FOR TECHNICIANS

4 units

Recommended Preparation: AUTO 100 or AUTO 032 if no previous experience with vehicles.

Enrollment Limitation: Valid DMV license (print out).

Introductory course intended for automotive majors and individuals with some automotive knowledge or experience. Automobiles will be covered from the service technician's view covering all roles and responsibilities as recommended by BAR, NATEF, and all Federal and State agencies. Theories and fundamentals of the automobile's major operating systems including: internal combustion engine, ignition, fuel, driveline, chassis, suspension, brakes, heating, and air conditioning. Lab activities in automotive inspection and maintenance service are included. Total of 54 hours of lecture and 54 hours of laboratory.

Grade Mode: L, A

Rationale: SAM code change from D to C (occupational course) and hour increase on lecture and decrease on lab. No unit change. Homework and reading required of student is higher than originally estimated. The NATEF task required in the ASE 0 list are mostly knowledge and critical thinking objectives and not hands on requirements.

## DELETIONS – Effective Summer 2018

## AUTO 032 AUTOMOTIVE FUNDAMENTALS

4 units



Rationale: This course was the original beginner course that was costly to run and used too many lab hours for the reality that about 1/4 or less of the students were program students. The Auto advisory board has suggested for several years to remove the intense technical aspect and create 2 separate courses. One for the program where uniforms, DMV and regulatory laws can be enforced, and the other a vocabulary heavy introductory course for consumers or students that have no experience and need familiarization. This course is to be deleted and replaced with the 'basic automotive fundamentals' AUTO 100. This course would not impact the saturated auto laboratory. The advisory board suggested the curricula cover basic vehicle ownership and maintenance knowledge which is needed for every person on the road. This is a recommended course for students that have no knowledge or experience with vehicles and need vocabulary to succeed in the AUTO 200 course.

#### AUTO 050 AUTOMOTIVE ELECTRICAL SYSTEMS

4 units

Rationale: Removal of AUTO 50 and replacement with AUTO 206a (AUTO 60) for ASE A6 test alignment, NATEF A6 task list alignment.

#### AUTO 151 AUTOMOTIVE ELECTRONICS

4 units

Rationale: Remove AUTO 151 and replace with AUTO 206b for ASE A6 test alignment, NATEF task alignment and C-ID 160.

#### AUTO 215 AUTOMOTIVE AIR CONDITIONING

4 units

Rationale: Course being replaced by AUTO 207 following C-ID, NATEF and ASE alignment with A7 test.

#### AUTO 220 ENGINE OPERATION AND TESTING

5 units

Rationale: Removal of AUTO 220 and replaced with AUTO 201 to align with ASE A1 test, NATEF A1 task list. Removal of AUTO 221 made this course longer in lab hours due to the NATEF tasks that were spread across both courses.

#### AUTO 221 ENGINE MACHINING AND REBUILDING

6 units

Rationale: Removal of AUTO 221 from the Auto Tech program. Advisory board approved and no ASE test or alignment for course. 6 units are not necessary for students in program to succeed in automotive field. This course is a specialty area that has no bearing on NATEF/ASE and must be reevaluated and re-written according to AERA and labor market needs. Currently data does not support this industry of engine machining and this course is low demand and low enrolled.

#### AUTO 222 MANUAL TRANSMISSION, TRANSAXLE AND DRIVETRAIN

5 units

Rationale: Delete AUTO 222 and replace with AUTO 203 for ASE A3 test alignment, NATEF A3 task sheet alignment, and C-ID AUTO 130.

#### AUTO 223 AUTOMATIC TRANSMISSIONS AND TRANSAXLES

5 units

Rationale: Delete AUTO 223 and replace with AUTO 202 for ASE A2 test alignment, NATEF task list A2 alignment, C-ID AUTO 120.

#### AUTO 224 AUTOMOTIVE BRAKE SYSTEMS

5 units

Rationale: Removal of AUTO 224 and replaced with AUTO 205 for ASE A5 test alignment, NATEF A5 task list (SPO) alignment and C-ID AUTO 150.

#### AUTO 225 SUSPENSION AND STEERING

5 units

Rationale: Remove AUTO 225 replaced by AUTO 204 for ASE A4 test alignment and NATEF A4 task (SPO) alignment. CID course AUTO 140.

#### AUTO 226 ENGINE PERFORMANCE

5 units

Rationale: Remove AUTO 226 for addition of AUTO 206A aligning with ASE A6 test, NATEF A6 task list (SPO's).

#### AUTO 227 ADVANCED ENGINE PERFORMANCE

5 units

Rationale: Align course with ASE A8, NATEF A8 task list alignment. Delete from program and add AUTO 208B.

ADDITION – Effective Summer 2018

## ASSOCIATE IN SCIENCE IN ENGINEERING: CIVIL ENGINEERING EMPHASIS

52 units

The Associate in Science in Engineering: Civil Engineering Emphasis provides a strong preparation for students planning to transfer to a 4-year university and major in Civil Engineering. The curriculum includes fundamental engineering and science core courses as well as required lower-division courses in Civil Engineering.

PLEASE NOTE: The courses that universities and colleges require for transfer vary. When selecting courses for transfer purposes, students should consult with Counseling Services to determine the particular transfer requirements of specific transfer institutions.

### Required Courses

ENGR 010 – Introduction to Engineering (2)

MATH 005A – Single Variable Calculus I (5)

MATH 005B – Single Variable Calculus II (5)

MATH 005C – Multivariable Calculus (5)

MATH 055 – Differential Equations (5)

PHYS 001A – Physics for Scientists and Engineers I: Mechanics (5)

PHYS 001C – Physics for Scientists and Engineers III: Electricity, Magnetism, and Optics (5)

CHEM 001A – General Chemistry and Chemical Analysis (5)

ENGR 016 – Engineering Circuits (3)

ENGR 002 – Engineering Graphics (3)

ENGR 011 – Statics (3)

ENGR 014 – Materials of Construction (3)

ENGR 018 – Introduction to Numerical Analysis (3)

Rationale: Associate in Science in Engineering: Civil Engineering Emphasis is a new degree which reflects Engineering Model Curriculum requirements and provides a clear transfer pathway to a four-year college for students.

This certificate includes fundamental core courses for engineering disciplines as well as required lower-division courses for Civil Engineering. Currently, an associate in arts degree in engineering and technology which has a CTE TOP code (092400) is the only degree available to students. It does not follow the model curriculum. It simply includes a list of courses from eight different disciplines and doesn't effectively serve our students. The new degree can be used as a guide by faculty and counselors to inform students' educational plan based on their chosen discipline in engineering.

## ASSOCIATE IN SCIENCE IN ENGINEERING: ELECTRICAL ENGINEERING EMPHASIS

43 units

The Associate in Science in Engineering: Electrical Engineering Emphasis provides a strong preparation for students planning to transfer to a 4-year university and major in Electrical Engineering. The curriculum includes fundamental engineering and science core courses as well as required lower-division courses in Electrical Engineering.

PLEASE NOTE: The courses that universities and colleges require for transfer vary. When selecting courses for transfer purposes, students should consult with Counseling Services to determine the particular transfer requirements of specific transfer institutions.

### Required Courses

ENGR 010 – Introduction to Engineering (2)

MATH 005A – Single Variable Calculus I (5)

MATH 005B – Single Variable Calculus II (5)  
 MATH 005C – Multivariable Calculus (5)  
 MATH 055 – Differential Equations (5)  
 PHYS 001A – Physics for Scientists and Engineers I: Mechanics (5)  
 PHYS 001C – Physics for Scientists and Engineers III: Electricity, Magnetism, and Optics (5)  
 CHEM 001A – General Chemistry and Chemical Analysis (5)  
 ENGR 016 – Engineering Circuits (3)  
 ENGR 018 – Introduction to Numerical Analysis (3)

Rationale: Associate in Science in Engineering: Electrical Engineering Emphasis is a new degree which reflects Engineering Model Curriculum requirements and provides a clear transfer pathway to a four-year college for students. This certificate includes fundamental core courses for engineering disciplines as well as required lower-division courses for Electrical Engineering. Currently, an associate in arts degree in engineering and technology which has a CTE TOP code (092400) is the only degree available to students. It does not follow the model curriculum. It simply includes a list of courses from eight different disciplines and doesn't effectively serve our students. The new degree can be used as a guide by faculty and counselors to inform students' educational plan based on their chosen discipline in engineering.

#### ASSOCIATE IN SCIENCE IN ENGINEERING: MECHANICAL, AEROSPACE, AND MANUFACTURING ENGINEERING EMPHASIS

52 units

The Associate in Science in Engineering: Mechanical, Aerospace, and Manufacturing Engineering Emphasis provides a strong preparation for students planning to transfer to a 4-year university and major in Mechanical, Aerospace, and Manufacturing Engineering. The curriculum includes fundamental engineering and science core courses as well as required lower-division courses in Mechanical, Aerospace, and Manufacturing Engineering.

PLEASE NOTE: The courses that universities and colleges require for transfer vary. When selecting courses for transfer purposes, students should consult with Counseling Services to determine the particular transfer requirements of specific transfer institutions.

#### Required Courses

ENGR 010 – Introduction to Engineering (2)  
 MATH 005A – Single Variable Calculus I (5)  
 MATH 005B – Single Variable Calculus II (5)  
 MATH 005C – Multivariable Calculus (5)  
 MATH 055 – Differential Equations (5)  
 PHYS 001A – Physics for Scientists and Engineers I: Mechanics (5)  
 PHYS 001C – Physics for Scientists and Engineers III: Electricity, Magnetism, and Optics (5)  
 CHEM 001A – General Chemistry and Chemical Analysis (5)  
 ENGR 016 – Engineering Circuits (3)  
 ENGR 002 – Engineering Graphics (3)  
 ENGR 011 – Statics (3)  
 ENGR 014 – Materials of Construction (3)  
 ENGR 018 – Introduction to Numerical Analysis (3)

Rationale: Associate in Science in Engineering: Mechanical, Aerospace, and Manufacturing Engineering Emphases is a new degree which reflects Engineering Model Curriculum requirements and provides a clear transfer pathway to a four-year college for students. This certificate includes fundamental core courses for engineering disciplines as well as required lower-division courses for Mechanical, Aerospace, and

Manufacturing Engineering. Currently, an associate in arts degree in engineering and technology which has a CTE TOP code (092400) is the only degree available to students. It does not follow the model curriculum. It simply includes a list of courses from eight different disciplines and doesn't effectively serve our students. The new degree can be used as a guide by faculty and counselors to inform students' educational plan based on their chosen discipline in engineering.

## **ENGLISH DIVISION**

MODIFICATION – SLOs, SPOs, CCOs, MOIs, MOEs, assignment, catalog description, texts – Effective Summer 2018

### **ENGL 100 READING AND WRITING SKILLS**

4 units

Prerequisite: One of the following: (1) ENGL 400 or BUS 112; (2) placement based on the English assessment process.

Corequisite: ENGL 901.

Writing expository, analytical, and argumentative essays; developing critical reading and research skills.

Review of sentence structure and grammar. Total of 72 hours lecture.

Grade Mode: L,P,A

Rationale: English 100 has not been reviewed and revised since 2010. Prompted by faculty reflections and action plans during the SLO assessment process, English 100 faculty saw the need to revisit learning outcomes, texts, and the course outline to increase student success in several SLOs. Addition of MOIs, MOEs, assignments, removed recommended preparation of ENGL 130 from catalog description.

## **HEALTH SCIENCES DIVISION**

ADDITION – Effective Summer 2018

### **DA 161 COMPREHENSIVE DENTAL ASSISTING PRACTICAL EXAM REVIEW**

½ unit

Prepares the dental assistant with a comprehensive review of dental assisting functions, infection control standards, dental assisting, and registered dental assisting duties. Practice and enforcement of technical skills include but not limited to selected DA/RDA duties and functions. Total of 27 hours laboratory.

Grade Mode: P

Rationale: Dental board of California changed board exam.

MODIFICATION – SLOs, SPOs, MOIs, MOEs, assignment, coreq (add Enrollment in or completion of DA 123A), add Enrollment Limitation, addition of Distance Education – Effective Summer 2018

### **DA 100 DENTAL MATERIALS**

3 units

Corequisite: Enrollment in or completion of DA 123A.

Enrollment Limitation: Enrollment in Dental Assisting program.

Composition, characteristics, physical properties and uses of metallic alloys and non-metallic agent such as gypsum, cements, aesthetic restorations, impression materials and new products currently used in dentistry.

Includes practical laboratory experiences and chairside procedures involved in the use of these materials. Total of 36 hours lecture and 72 hours laboratory.

Grade Mode: L

Rationale: Biannual review; Eliminated the word "etc" from the end of SLO #3, but no other changes to SLO's; SPO's were reordered; MOI were filled in (blank on "current course information"; MOE were filled in (blank on "current course information"); Assignments were filled in (blank on "current course information"); Enrollment limitations filled in with corequisites (blank on "current course information"); Requesting option of offering course as hybrid; Resources and planning boxes filled in (blank on "current course information").

MODIFICATION – SLOs, SPOs, MOIs, MOEs, assignment, contact hours, texts – Effective Summer 2018

#### DA 108 INFECTION CONTROL IN DENTISTRY

2 units

Enrollment Limitation: Enrollment in the Dental Assisting program

Introduction to microbiology, infectious diseases, immunity, infection control in the dental office, agencies concerned with disease control, OSHA standards and guidelines and hazard communication management.

Review of current rules and regulations as outlined by the Dental Practice Act. This course meets the eligibility requirements for the certificate in Infection Control and the California Dental Practice Act required by the state for unlicensed Dental Assistants. Total of 36 hours lecture and 18 hours laboratory.

Grade Mode: L

Rationale: Biannual review and increase lab hours from 9 to 18. The Dental Board of California has a required amount of laboratory competencies that need to be met. Nine hours are not a sufficient enough of class time to get all the requirements done. Updated SLOs, SPOs, MOIs, MOEs and assignments. Updated books and supplies.

MODIFICATION – SLOs, SPOs, CCOs, MOIs, MOEs, assignment, units (from 3 to 3.5) – Effective Summer 2018

#### DA 110 INTRODUCTION TO DENTAL ESSENTIALS

3.5 units

Enrollment Limitation: Enrollment in the Dental Assisting Program.

Introduction to dental essentials to include the oral cavity, bones of the face, fundamentals of preventive dentistry, vital signs, principles of professionalism, the dental health team and selected dental office lab procedures. Total of 54 hours lecture and 27 hours laboratory.

Grade Mode: L

Rationale: Updating Form D to meet the two-year update requirements. Update SLOs, SPOs, CCOs, MOIs and MOEs. Units were changed to align with contact hours (from 3.0 to 3.5).

MODIFICATION – Addition of Distance Education, min quals – Effective Summer 2018

DA 111 APPLIED HUMAN BEHAVIOR

2 units

Prerequisite: Enrollment in Dental Assisting program.

Principles of applied human behavior, psychology and interpersonal communication in diverse settings. Total of 36 hours lecture.

Grade Mode: L

Rationale: In the past, according to dental accreditation standards, this course was required to be taught by a Certified Dental Assistant. A Psychologist was brought in in addition to that instructor, to teach the Psychology side of the class, so two instructors were paid at the same time for part of the course. Dental accreditation standards have changed, and also due to funding reductions, there is a necessity to change "minimum qualifications" (Discipline) from "Dental Technology" to "Dental Technology OR Psychology", so that each instructor can teach independently, and both don't have to be paid at the same time. Also, course has been submitted with an option to teach as a hybrid.

MODIFICATION – SLOs, SPOs, assignment – Effective Summer 2018

DA 120 INDEPENDENT STUDY

1 unit

Enrollment Limitation: Acceptance into the Dental Assisting Program and program director approval.

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

Grade Mode: L, P

Rationale: Bi-annual review. Modification to SLOs, SPOs, assignments.

MODIFICATION – SLOs, MOIs, MOEs, assignment, catalog description – Effective Summer 2018

DA 123A CHAIRSIDE TECHNIQUES

4.5 units

Corequisites: Enrollment in or completion of DA 100, 108, and 110.

Enrollment Limitation: Acceptance in the Dental Assisting Program.

Chairside techniques to include infection control, basic medical and dental emergencies, cavity classification and design, dental charting, rotary and hand instruments, tray set-ups and procedures, oral vacuum and triplex syringe use, instrument exchange, dental dam placement and removal, matrix retainer placement and removal, four-handed dentistry techniques, anesthetic syringe oral inspection and medical history procedures. Practical application of preclinical/clinical techniques in patient management. Total of 36 hours lecture and 144 hours laboratory.

Grade Mode: L

Rationale: Biannual review. Slight changes to verbiage of SLO's 1, 2, &3. Rewritten and revised MOI's and MOE's. Small change to wording in catalog description.

MODIFICATION – SLOs, MOIs, MOEs – Effective Summer 2018

DA 123B ADVANCED CHAIRSIDE TECHNIQUES

4 units

Prerequisite: DA 123A.

Corequisite: DA 135.

Enrollment Limitation: Acceptance in the Dental Assisting Program.

Application of advanced dental assisting chairside techniques, principles of anesthesiology, pharmacology and dental therapeutics, product evaluation and dental specialties. Total of 54 hours lecture and 72 hours laboratory. Grade Mode: L

Rationale: Biannual review. MOI's and MOE's were re-written to be in paragraph form instead of list form, as requested. Minor wording changes in SLO's.

MODIFICATION – Title, SLOs, SPOs, MOIs, MOEs, assignment, catalog description, texts, update Distance Education – Effective Summer 2018

#### DA 124 DENTAL OFFICE ADMINISTRATION

3 units

Enrollment Limitation: Enrollment in the Dental Assisting Program.

Dental office skills aimed at developing the dental assistant's abilities related to dental office administration.

Course will include but not be limited to the following didactic and laboratory instruction: business aspects of dentistry, dental team employees, patient management, legal and ethical issues, technology, office design and equipment used in dentistry. Total of 54 hours lecture and 18 hours laboratory.

Grade Mode: L

Rationale: Modification of SLOS, SPOs, MOIs, MOEs, catalog description and assignment. Update textbooks and Distance education.

MODIFICATION – Title, SLOs, SPOs, CCOs, MOIs, MOEs, assignment, units (from 1.0 to 2.0), contact hours, catalog description, prereq (add DA 123A) – Effective Summer 2018

#### DA 125 CLINICAL EXPERIENCE I

2 units

Prerequisite: DA 123A.

Enrollment Limitation: Enrollment in the Dental Assisting program.

Clinical experience(s) to include but not limited to: chairside skills and techniques, new technology, and specialty practices. Students must provide their own transportation and meet all the clinical guidelines. Pass/no pass grading. Six weeks. Total of 9 hours lecture and 87 hours laboratory.

Grade Mode: P

Rationale: Biannual review, Eliminated SLO#4 because information was duplicated in SLO #1, Eliminated SLO #2 because it does not apply to this course, Rewrote SPO's to reflect overarching SLO's, Change name of class from "Clinical Experience" to "Clinical Experience I" to differentiate between DA127, which is submitted to be called "Clinical Experience II", In catalog description, removed "recommended DA123A", because it is a required pre-rec, Moved Prereq words "Enrollment in the Dental Assisting Program" to Enrollment Limitation box, Changed the units of the course from 1.0 to 2.0 units due to new changes to compliance, rewrote or wrote in SPO's, CCO's, MOI's, MOE's, Assignments, many of which were left blank from last approved revision. Changed catalog description to reflect 9 hours lecture/87 hours lab, for total of 96 hours. Replaced SLO#2 with "Evaluate written and oral communication that addresses different purposes and audiences". Changed units of the course to 2, due to new changes in compliance. Added HIPAA compliance reference to CCO's. MOI revised and reworded. Assignments clarified and reworded. Form B revised.

MODIFICATION – Title, SLOs, SPOs, CCOs, MOEs, units (from 4.0 to 6.5), contact hours, catalog description, prereq (add DA 123A; remove DA 108, 123B, and 124) – Effective Summer 2018

#### DA 127 CLINICAL EXPERIENCE II

6.5 units

Prerequisites: DA 100, 123A, and 140; and enrollment in or completion of DA 135.



Application of academic knowledge, communication and technical skills to the dental office workplace environment. Weekly clinical seminar, evaluations and related work experiences include but not limited to using basic and advanced chairside assisting skills and procedures, radiology techniques, and manipulation of dental materials. The students will be assigned to general and specialty dental offices and clinics and meet regularly to discuss experiences, work ethics and other topics related to employment. Total of 18 hours lecture and 306 hours field/clinical.

Grade Mode: L

Rationale: Review and Update course SLO, SPO, and CCO as required for CTE courses. Title modification (add II). Modification of MOEs. Modification of Catalog Description. Addition of Enrollment Limitation. Unit change (from 4 to 6.5) for corrected unit/hours.

MODIFICATION – SLOs, SPOs, MOIs, MOEs – Effective Summer 2018

DA 135 REGISTERED DENTAL ASSISTANT TECHNIQUES

3 units

Prerequisite: DA 140.

Corequisite: Enrollment in or completion of DA 123B.

Enrollment Limitation: Enrollment in the Dental Assisting Program.

Laboratory, preclinical and, where appropriate, clinical practice in a variety of functions delegated to the dental assist and the registered dental assistant. Meets the requirements of the Dental board of California for completion of all designated Registered Dental Assisting duties in addition to coronal polish, pit and fissure sealant application and Ultrasonic scaling for orthodontic band cement removal. Emphasis is placed on the practical application and technical abilities of each task, critical thinking, communication, ethical responsibilities, competency of performance and a demonstrated concern for patient health and safety. Total of 36 hours of lecture and 72 hours of laboratory.

Grade Mode: L

Rationale: Biannual review. Modification of MOEs, MOIs, SLOs. Updated Form Bs for prereqs and coreqs.

MODIFICATION – SLOs, SPOs, CCOs, MOIs, MOEs, assignment, catalog description, prereqs (remove DA 123A, 100; add 108) – Effective Summer 2018

DA 140 ORAL RADIOLOGY

4 units

Prerequisites: Enrollment in or completion of DA 110 and 108.

Theory and basic principles of intraoral and extraoral radiography; characteristics and methods of controlling X-radiation; hazards of radiation; infection control and safety procedures. Laboratory and clinical experience on selected patients; care and operation of dental X-ray unit; dental images, placement and exposure techniques. Identification and interpretation of radiographs. Course meets and is approved by the Dental Board of California for Radiation Safety. Total of 36 hours lecture and 108 hours laboratory.

Grade Mode: L

Rationale: Review and revised SLOs, SPOs, and CCOs as part of the CTE programs 2-year cycle review.

Modification of catalog description, prerequisite (remove DA 123A, 100; add 108), MOE, MOI, assignments to be in compliance with guidelines.

MODIFICATION – SLOs, SPOs, CCOs, MOIs, MOEs, assignment, catalog description, contact hours, prereqs (add DA 140) – Effective Summer 2018

DA 142 ADVANCED ORAL RADIOLOGY TECHNIQUES

½ unit

Prerequisite: DA 140.

Enrollment Limitations: Enrollment in the Dental Assisting program.

Advanced theory and specialized principles of intraoral radiography techniques to include but not limited to: digital, endodontic, pedo, film placement, processing, and exposure techniques. Six weeks. Total of 9 hours lecture and 9 hours laboratory discussion.

Grade Mode: L

Rationale: Reviewed and Revised for CTE course requirements; SLOs, SPOs, CCOs, MOI, MOE, Assignments. Moved prereq to Enrollment Limitation; removed recommendation DA 140 and moved to prereq.

MODIFICATION – SPOs, CCOs, MOIs, catalog description, update Distance Education – Effective Summer 2018

#### DA 149 ORTHODONTIC ASSISTANT

2.5 units

Designed to provide advance education in orthodontic training for the Registered Dental Assistant or Dental Assistant currently working in an Orthodontic practice setting. Meets the didactic and laboratory requirements by the Dental Board of California Orthodontic Assisting Permit course approval. Specialty Clinical Experience. Students must provide verification of RDA license and/or 6 months' work experience as a Dental Assistant; Hepatitis B immunization records OR HBV Refusal form; TB Test Result; CPR certification, 8 hour Infection Control and 2 hour Dental Practice Act or RDA license on the first day of class. Total of 36 hours lecture and 36 hours laboratory.

Grade Mode: P

Rationale: Updated SPO, CCO, Course description, MOI, supplies, Distance Education update.

MODIFICATION – SLOs, SPOs, CCOs, MOIs, MOEs, catalog description, prereqs (add DA 149 or 123B) – Effective Summer 2018

#### DA 150 CLINICAL EXPERIENCE IN A SPECIALTY PRACTICE

½ unit

Prerequisite: DA 149 or DA 123B.

Enrollment Limitations: Enrollment in the Dental Assisting program.

Clinical instruction designed to provide students with the required clinical hours associated with working in an orthodontic office or other specialty office under the instructors' supervision. Students will be required to attend an orientation and complete assigned hours in an approved clinical site. Total of 28 hours of clinical laboratory.

Grade Mode: L, P

Rationale: Changes to SLO, SPO, CCOs, MOI, MOE, and prerequisites.

MODIFICATION – Title, addition of Distance Education – Effective Summer 2018

#### DA 160 COMPREHENSIVE DENTAL ASSISTING EXAM REVIEW

½ unit

Enrollment Limitation: Enrollment in or completion of the Dental Assisting Program.

Prepares the dental assistant with a comprehensive review of dental assisting functions, infection control standards, radiation safety, dental assisting and registered dental assisting duties. Practice and reinforcement of technical skills include but not limited to selected DA/RDA duties and functions. Total of 28 hours laboratory.

Grade Mode: P

Rationale: Due to the lack of previous winter session, additional classroom time is needed for the students to prepare to take their national written and state written and practical exam following completion of the DA program.

MODIFICATION – SLOs, SPOs, CCOs, MOIs, MOEs, assignment, catalog description – Effective Summer 2018

DA 200A DENTAL ASSISTING LAB

1 unit

Enrollment Limitation: Enrollment in the Dental Assisting program.

Refinement of basic dental assisting skills, techniques and concepts in a laboratory or clinical setting. Total of 54 hours laboratory.

Grade Mode: L

Rationale: CTE review cycle. Modify SLOs. Reordering SPOs, modification of MOI, MOE, catalog description and assignment.

MODIFICATION – SLOs, SPOs, CCOs, MOIs, MOEs, assignment, catalog description, prereq (add DA 200A), add enrollment limitation – Effective Summer 2018

DA 200B DENTAL ASSISTING TECHNICAL SKILLS ENHANCEMENT LAB

1 unit

Prerequisite: DA 200A.

Enrollment Limitation: Enrollment in the Dental Assisting program.

Enhance advanced level of dental assisting skills, techniques and concepts in a laboratory, preclinical, or clinical setting. Total of 54 hours laboratory.

Grade Mode: L

Rationale: Reviewed and revised as part of CTE course updates. Modification of SLOs, SPOs, MOI, MOE, CCOs, catalog description, and assignment.

MODIFICATION – MOIs, MOEs, assignment, texts – Effective Summer 2018

DH 121 CLINICAL PRACTICE IN ALTERNATIVE SETTING

1 unit

Prerequisite: DA 104A.

Enrollment Limitation: Acceptance into the Dental Hygiene Program.

Practicum at an intermediate level in dental hygiene in non-traditional settings. Includes institutional, management and community health experiences. Emphasis on dental hygienist as educator, resource professional and provider in dental care delivery. Maximum credit 2 units, 1 unit each semester. Total of 85 hours field practice.

Grade Mode: L

Rationale: Biannual review; Modifications of the MOI, MOE and Assignments. Update text information.

MODIFICATION – SLOs, SPOs, CCOs, MOIs, MOEs, assignment, catalog description, contact hours, units (from 5.0 to 6.5), recommended preparation (add MA 115 or PYSO 100), texts – Effective Summer 2018

EMED 101A EMERGENCY MEDICAL TECHNOLOGY

6.5 units

Recommended Preparation: MA 115 or PYSO 100.

Enrollment Limitation: 1. CPR training equivalent to the current American Heart Association's Guidelines for Cardiopulmonary Resuscitation and Emergency Cardiovascular Care at the Healthcare Provider level.

2. Age of 18 or older.  
3. A completed health form evidencing good physical and emotional health including required immunizations and TB screening before the beginning of Clinicals.  
Selected topics in human anatomy and physiology. Diagnostic signs and interpretations of illness and injuries. Development of knowledge and skill in procedures of basic emergency rescue and care. Preparation for certification for Emergency Medical Technician (EMT). The scope of practice not to exceed requirements as outlined under California Code of Regulations, Title 22. Total of 90 hours lecture and 99 hours laboratory, of which 27 hours are scheduled in the field.

Grade Mode: L, P, A

Rationale: The current course outline of record is outdated by 2 mandated course revisions and is currently on probation by our accreditation agency, pending these requested modifications. In 2009, the "National Education Standards" was adopted by the State of California EMS Authority (the state regulatory agency) and the local EMS Agency (local accreditation agency). As a result, the COR should have been updated to meet Federal, State, and Local EMT course content, as well as certification requirements. The current course outline of record does not meet the newer course content requirements. Furthermore, on July 1, 2017, additional content was added to the curriculum with an implementation date of July 1, 2018. The minimum course hours will need to be increased from 160 hours to 170 hours. This hour's requirement includes a minimum of 146 hours of lecture and lab, along with 24 hours of Clinicals. During this clinical time, a 10-patient contact minimum is also mandated. EMT Required Course Content is outlined in the National Education Standards for EMT and the California Code of Regulations Title 22. Additional course content is required by our Local EMS Agency including; minimum training equipment, an outline of didactic content, the local scope of practice requirements, minimum passing levels (80%) and faculty qualifications. To meet this requirement and move off probation with our accrediting agency, I have proposed changes primarily to the SLOs, the SPOs, the CCOs. I have updated the Methods of Instruction, Methods of Evaluation, Assignments, and all the Technical Details with Form B, as indicated. The lecture hours and lab hours have also been updated to reflect the new standards. Total course hours in this proposal (184) exceeds the minimum to include the required testing, which cannot be included in the minimum course hours of 170. This has resulted in a unit modification, as well.

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.

MODIFICATION – Title – Effective Summer 2018

ANESTHESIA TECHNOLOGY – Certificate of Achievement

Rationale: Change name from Anesthesia Technician to Anesthesia Technology for accreditation purposes. No other changes were made to this certificate.

MODIFICATION – Title, catalog description, units – Effective Summer 2018

EMERGENCY MEDICAL TECHNOLOGY – BASIC LEVEL EMERGENCY MEDICAL TECHNICIAN

6.5 units

The Basic Level Emergency Medical Technician curriculum provides the student with the necessary knowledge and skills to seek employment with ambulance service companies, first responder agencies, fire departments, and hospitals as an Emergency Medical Technician (EMT). Emphasis is on the fundamental principles and skills required to provide emergency medical care for the ill or injured at the scene of an accident or the onset of sudden illness and during transport to a medical care facility.

An Occupational Skills Certificate is awarded upon successful completion of all required courses with a grade of C or better. Upon successful completion of the curriculum, the student is eligible to take NREMT examination for Emergency Medical Technician.

The Basic Level Emergency Medical Technician Program meets the requirements of California Code of Regulations, Title 22, for EMT Training. The State of California and local EMS Agencies have additional requirements including State and Federal criminal background investigations for certification as an EMT in California.

Required course for the Occupational Skills Certificate (6.5 units)

EMED 101A – Emergency Medical Technology (6.5)

Rationale: The program was last updated in 2008 (Effective: Summer 2008). The EMT curriculum has changed in many ways including the scope of practice; breadth, and depth of content; as well as mandated course hours. The latest State of California mandate is for changes to be effective July 1, 2018. If we can revise both the EMT Program and EMT Course by that date we can come off probation with our accrediting agency, the Los Angeles County EMS Agency. If we do not update (modify) both, our program and course, the program will lose its accreditation with the local agency and the State of California.

Primary modifications include lengthening the Program to 170 hours, minimum. Ride-Along (Clinical) requirements are set at 24 hours minimum with a 10 patient contact minimum. Content has been rearranged and additional content added, including tactical casualty care and a switch to National Education Standards (previously was the National Standard Curriculum). To deliver the content, additional lecture hours are included. The local agency requires an 80% passing mark and specific proctored skills.

MODIFICATION – Catalog description, units – Effective Summer 2018

DENTAL ASSISTING (Full Time Student)

37.5 units

The Dental Assisting curriculum prepares the student to take on significant responsibility as a member of the dental health care team. Employment positions are available in dental offices, hospitals, clinics, dental schools and professional sales. Dental Assistants greatly increase the efficiency of the dentist in delivery of quality oral health care. A career in dental assisting offers many challenges and a variety of procedures. Specific tasks may be performed such as: assisting with and providing direct patient care, taking and developing dental radiographs (x-rays), sterilizing instruments, taking impressions, and performing office management tasks. Dental assisting offers variety, flexibility, excellent working conditions, and personal satisfaction. Students successfully completing the program will receive the following certificates for courses approved by the Dental Board of California: Radiation Safety, Pit and Fissure Sealant, Coronal Polish, Ultrasonic Scaling for Removal of Orthodontic Cement, Dental Practice Act and Infection Control. Participation of all off-campus assigned sites are required for program completion. Students must provide their own transportation to off-campus sites. Some off-campus sites require homeland security screening and verification of legal status. A selected uniform, malpractice insurance, and instrument kit rental are required for the program participation.

The dental assisting program is accredited by the Commission on Dental Accreditation of the American Dental Association and approved as a Registered Dental Assisting Program by the Dental Board of California. Upon successful completion of the program and meeting board exam eligibility requirements, the student can take the following exams: Dental Assisting National Board examination to obtain a certificate as a Certified Dental Assistant (CDA), Certified Orthodontic Assistant (COA) and the California Registered Dental Assistant (RDA) examinations to obtain a license as a Registered Dental Assistant. Upon completion of the advanced Orthodontic assistant class, the student qualifies to take the California Orthodontic Assistant Exam (OA).

Fingerprinting is mandatory with the RDA examination. A social security number or a TIN is required to take the RDA exam.

The program in dental assisting is accredited by the Commission on Dental Accreditation and has been granted

the accreditation status of “Approval without reporting requirements”. The Commission is a specialized accrediting body recognized by the United States Department of Education. The Commission on Dental Accreditation can be contacted at (312) 440-4653 or at 211 East Chicago Avenue, Chicago, IL 60611. The Commissions web address is: <http://www.ada.org/100.aspx>.

Dental Board of California  
<http://www.dbc.ca.gov/>

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

Requirements for Admission into the Dental Assisting Program are:

1. Graduation from an accredited high school or equivalent with a 2.0 grade point average. Satisfactory completion of College level courses.
2. Grade point average (GPA) of 2.0 for all college work.
3. Two sets of high school and college transcripts.
4. Completed application of admission to the program.
5. Current CPR/Basic Life Support (BLS) card, which must be maintained while in the program. CPR training can be obtained from the American Heart Association or the American Red Cross, Health Care Provider course.
6. After acceptance into the program, submit a completed health data form evidencing good health including required immunizations/chest x-ray or Mantoux test.

Applications are accepted on a year-round basis. Students interested in the part time Dental Assisting Program or additional program information should consult with the program director.

Recommended Preparation:

Eligibility for English 100 or equivalent.

Additional Courses Required for the Associate in Science Degree:

Consult with a Counselor to determine which classes qualify to receive credit in the general education categories of Natural Sciences, Behavioral Sciences, Humanities, Language and Rationality, American Institutions, Health Education, and Physical Activity for the Associate in Science degree.

Requirements for the Certificate of Achievement (37.5 units):

- DA 140 – Oral Radiology (4)
- DA 135 – Registered Dental Assistant Techniques (3)
- DA 110 – Introduction to Dental Essentials (3.5)
- DA 100 – Dental Materials (3)
- DA 111 – Applied Human Behavior (2)
- DA 108 – Infection Control In Dentistry (2)
- DA 123A – Chairside Techniques (4.5)
- DA 123B – Advanced Chairside Techniques (4)
- DA 124 – Dental Office Administration (3)
- DA 127 – Clinical Experience II (6.)
- DA 125 – Clinical Experience I (2)

Recommended Electives

DA 200A – Dental Assisting Lab (1)  
DA 200B – Dental Assisting Technical Skills Enhancement Lab (1)  
DA 142 – Advanced Oral Radiology Techniques (0.50)  
DA 149 – Orthodontic Assistant (2.5 Units)  
DA 150 – Clinical Experience in a Specialty Practice (0.50)  
DA 160 – Comprehensive Dental Assisting Skills and Techniques (.50)

Rationale: Increase units from 32 to 37.5. New guidelines increased the units in DA 110 Dental Essentials to 3.5 from 3, DA 127 clinical experience from 4 to 6.5. DA 125 was added from “recommended” to “required.” Rationale: DA 125 renamed clinical experience 1. In DA 125 the students go to the Herman Ostrow School of Dentistry at the University of Southern California to perform various clinical chairside dental assisting functions with the dental students. The clinical and chairside duties the students learn in this course prepares the students for DA 127 clinical experience clinical intern offices. DA 111 Applied Human Behavior changed from recommended to required. The rationale: to prepare students to successfully interact with patients and members of the dental health team that have differences in culture, lifestyles and interact with sensitive topics.

## **LANGUAGES DIVISION**

MODIFICATION – Title, SPOs, catalog description, recommended prep (add Eligibility for ESL 033B, ENGL 100, ENGL 001A), texts, update Distance Education – Effective Summer 2018

ESL 133 ADVANCED SENTENCE STRUCTURE REVIEW

2 units

Recommended Preparation: Eligibility for ESL 033B, ENGL 100, or ENGL 001A.

Review of advanced grammar structures, including adverb, adjective, and noun clauses, and conditional forms. For ESL students who need to review advanced grammar. Total of 36 hours lecture.

Grade Mode: L, P, A

Rationale: The name of the course needs to be changed to be more student friendly so that students can understand what the course is about. Modifications to SPOs and textbooks.

MODIFICATION – Title, SLOs, SPOs, CCOs, MOIs, MOEs, assignment, catalog description, texts, addition of Distance Education – Effective Summer 2018

ESL 410A SENTENCE STRUCTURE REVIEW

1 unit

Review parts of speech and common sentence structures. Recommended for students (in ESL 422 or ESL 122) who need review of common sentences. Total of 18 hours lecture.

Grade Mode: L, P, A

Rationale: This course has not been modified in 6 years, and there is a need to modify the title of the course, SLOs, SPOs, CCOs, MOIs, MOEs, assignments, textbooks and catalog description.

MODIFICATION – Title, SLOs, SPOs, CCOs, MOIs, MOEs, assignment, catalog description, texts, addition of Distance Education – Effective Summer 2018

ESL 410B SENTENCE STRUCTURE REVIEW

1 unit

Review parts of speech and common sentence structures. Recommended for students (in ESL 422 or ESL 122) who need review of common sentences. Total of 18 hours lecture.

Grade Mode: L, P, A

Rationale: This course has not been modified in 6 years, and there is a need to modify the title of the course, SLOs, SPOs, CCOs, MOIs, MOEs, assignments, textbooks and catalog description.

MODIFICATION – Title, SLOs, SPOs, CCOs, MOIs, MOEs, assignment, catalog description, texts, addition of Distance Education – Effective Summer 2018

ESL 459 TECHNOLOGY FOR ESL STUDENT SUCCESS

1 unit

Development of technical skills for professional and academic communication through the use of technology, such as multimedia and online learning tools. Total of 18 hours lecture.

Grade Mode: L, P

Rationale: Updating course to include a distance education component. Changes include modifications to the title, Student Learning Outcomes, Student Performance Objectives, Course Content Objectives, Methods of Instruction, Methods of Evaluation, Assignments & Textbooks.

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

MODIFICATION – Title, SLOs, SPOs, CCOs, MOIs, catalog description, texts, update Distance Education – Effective Summer 2018

LIB 103 INTRODUCTION TO LIBRARY ACCESS SERVICES

3 units

Library circulation and access services with a focus on customer service, online circulation systems, and the organization and maintenance of library collections. Issues related to access services policies and patron privacy are also covered. For students interested in working in library support staff roles, but open to all students. Total of 54 hours lecture.

Grade Mode: L, A

Rationale: Minor modifications to course description, SLOs, SPOs, CCOs, MOIs to update and increase alignment with ALA Library Support Staff Competencies. Reviewed Distance Education Form D and revised to reflect COR modifications.

MODIFICATION – Title, SLOs, SPOs, MOIs, assignment, catalog description, texts, update Distance Education – Effective Summer 2018

LIB 104 INTRODUCTION TO LIBRARY TECHNICAL SERVICES

3 units

Recommended Preparation: LIB 101.

Fundamentals of library technical services with a focus on the tools and skills needed for library acquisitions and processing library materials. Issues related to collection development policies and access to library materials are also covered. For students interested in working in library support staff roles, but open to all students. Total of 54 hours lecture.

Grade Mode: L

Rationale: Updates and minor revisions to course title, catalog description, SLOs and SPOs. MOI and assignments updated. Form B for LIB 101 Recommended Preparation updated. Form D updated.

MODIFICATION – Title, SLOs, SPOs, MOIs, assignment, catalog description, prereq (remove BIT 025, added to recommended prep), update Distance Education – Effective Summer 2018



## **LIB 121 TECHNOLOGIES & PROCESSES FOR DIGITAL COLLECTIONS**

3 units

Recommended Preparation: BIT 025.

Basic processes of digital repositories including assessing collection materials, scanning, managing files for preservation, quality control and the use of digital asset managements systems. For students interested in working in digital preservation projects. Total of 54 hours lecture.

Grade Mode: L,P

Rationale: Course title change. Minor modification of course description Minor modification of course SLOs and SPO. Format change to CCOs Form D reviewed and updated for course title change and SLO revisions Prerequisite removed. Decision based on the significant number of petitions to challenge the prerequisite and the minimal impact on course completion. Form B completed for BIT 025 recommended preparation.

MODIFICATION – CCOs, catalog description, texts, update Distance Education – Effective Summer 2018

## **LIB 122 INTRODUCTION TO METADATA FOR DIGITAL OBJECTS**

3 units

Prerequisite: LIB 121.

Recommended Preparation: LIB 105A.

Basic principles of metadata development for digital repositories. Survey of common metadata schemas and controlled vocabularies. Emphasis on use of Dublin Core schema to create shareable metadata records for application across a collection of digital objects. For students interested in working in digital preservation projects. Total of 54 hours lecture.

Grade Mode: L, P

Rationale: Minor modification to CCOs, catalog description, textbooks.

## **MATHEMATICS DIVISION**

ADDITION – Effective Summer 2018

## **STAT 050H HONORS ELEMENTARY STATISTICS**

4 units

Prerequisite: MATH 131, 141, or 150 or placement based upon the math assessment process.

Enrollment Limitation: Acceptance to the PCC Honors Program.

Analysis of data using statistical methods: data collection, descriptive statistics, probability theory and inferential statistics. Topics include: sampling; measures of central tendency and variation; frequency charts and graphical representations of data; introductory probability; sampling distributions; correlation and linear regression; confidence intervals; hypothesis testing, including analysis of variance; and technology based statistical analysis from applications in engineering, social sciences, economics, psychology, and natural sciences. No credit if taken after STAT 015, 018, or 050. Total of 72 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. Adding Distance Education.

MODIFICATION – Title, SLOs, SPOs, CCOs, MOIs, MOEs, assignment, catalog description, prereq (remove 132C, 133B, 134B), recommended prep (remove Math 139), texts – Effective Summer 2018

#### MATH 003 COLLEGE ALGEBRA FOR STEM

5 units

Prerequisite: MATH 131 or placement based on the Math assessment process.

Algebra, graphing, and applications of functions; polynomial, rational, logarithmic and exponential functions, equations and inequalities; linear and nonlinear systems of equations; conic sections; sequences and series; the binomial theorem. Intended for STEM majors but open to all qualified students. Total of 90 hours lecture.

Transfer Credit: CSU; UC credit limitations. See counselor.

Grade Mode: L, A, P

Rationale: This proposal is one of a two-course sequence that has been designed to replace our two-course precalculus sequence Math 007AB. The Math Department has determined that resurrecting Trigonometry and implementing College Algebra as its prerequisite will better prepare our STEM students for calculus. By changing the name of the course to "College Algebra for STEM," it will be clear to students whether or not they should take this course. The content of the course has been revised to align it with the C-ID descriptor College Algebra for STEM, Math 151. Modification to units, course title, SLOs, SPOs, CCOs, MOIs, MOEs, assignment, catalog description, prereq (remove 132C, 133B).

MODIFICATION – SLOs, SPOs, CCOs, MOIs, MOEs, assignment, catalog description, prereq (add MATH 008), addition of Distance Education – Effective Summer 2018

#### MATH 005A SINGLE VARIABLE CALCULUS I

5 units

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

Limits, differentiation, and integration of functions of a single variable including the Mean Value Theorem and the Fundamental Theorem of Calculus. No credit if taken after MATH 005AH. Total of 90 hours lecture.

Transfer Credit: CSU; UC credit limitations. See counselor.

C-ID: MATH 221; MATH SEQ 900S (WITH MATH 005B)

Grade Mode: L, P

Rationale: Update the catalog description including addition of Honors course, MATH 005AH. Modification to SLOs, SPOs, CCOs, MOIs, MOEs, assignment, prereq (addition of MATH 008), update textbooks.

MODIFICATION – Catalog description, contact hours, units, prereq (remove MATH 150) – Effective Summer 2018

#### MATH 038 FOUNDATIONS OF ELEMENTARY SCHOOL MATHEMATICS: BASIC NUMBER CONCEPTS

3 units

Prerequisite: MATH 131 or placement based on the Math assessment process.

Introduces problem-solving strategies and quantitative reasoning to develop skills and explore topics in numeration systems and the real number system. Designed for prospective elementary and middle school teachers. Total of 54 hours lecture and 18 hours laboratory.

Transfer Credit: CSU; UC credit under review.

Grade Mode: L,P

Rationale: This course modification reduces the lab hours from 27 hours to 18 hours, resulting in a reduction of units from 3.5 to 3.0 units. This reduction in units is necessary so that this course can fulfill the math requirement for the AA-T Elementary Education, without exceeding the maximum allowable units of the AA-T, which is 60 units. Without a reduction in units, to 3.0 units, Math 038 at 3.5 units would result in a degree total of 60.5, which would disqualify a student from transferring with this AA-T. Modification of catalog description. Math 38 in process for C-ID approval with MATH 120. (Math 120 is 3 units)

MODIFICATION – Title, SLOs, SPOs, CCOs, MOIs, MOEs, assignment, catalog description, prereq (add Math 250 and concurrent enrollment or completion of MATH 331; remove MATH 127B or MATH 128B), contact hours – Effective Summer 2018

MATH 131 INTERMEDIATE ALGEBRA FOR STEM

5.5 units

Prerequisite: MATH 125; or MATH 250 and concurrent enrollment in or completion of Math 331; or placement based on the Math assessment process.

Topics include algebra, graphing, and applications of functions: polynomial, rational, radical, exponential, and logarithmic. Designed for STEM majors and some Business majors. Total of 90 hours lecture and 45 hours laboratory.

Grade Mode: L, P

Rationale: As part of our BST grant we are redesigning and SHORTENING the basic skills math sequence. Our goal is to go from a 4 semester sequence down to at most a 2 semester sequence. We will also adjust placement results. When these changes are complete we predict that 2/3 of our basic skills student will be starting at Intermediate Algebra level. Adding "for STEM" to the title to help guide STEM majors to this course and all others to Math 150. Adding metacognition & affective domain content to try to improve success and retention rates. Adding in the course content mathematical content to shore up skills and make students more successful. Using Lab hours to bring the additional content hours and the units into agreement. Lab because they cost the students less. This course does match the current DRAFT CID for Intermediate Algebra for STEM. Addition of MOIs and MOEs. Modification of assignment and catalog description. Modification of Prereq (from Math 125 or Math 127B or Math 128B to Math 125 or Math 250 and concurrent enrollment in or completion of Math 331. Modification of contact hours from 90 hours lecture to 90 lec/45 lab. Increase units from 4 to 5.5. Adding a Form B so that Math 331 can be a co-req. This would only be required for students placing below Int Alg. Instead of requiring M125, they could take 131+331.

MODIFICATION – Title, SLOs, SPOs, CCOs, MOIs, MOEs, assignment, catalog description, prereq (add MATH 250), contact hours, texts, TOP code – Effective Summer 2018

MATH 331 SKILLS FOR COLLEGE SUCCESS IN INTERMEDIATE ALGEBRA FOR STEM

½ unit

Prerequisite: MATH 250 or placement based on the Math assessment process

Corequisite: MATH 131.

Critical thinking and problem solving. Intended for STEM majors to develop study skills and mathematical knowledge necessary for successful completion of Intermediate Algebra for STEM. Total of 45 hours of laboratory.

Grade Mode: P

Rationale: We will use this course to support students who place into Math 125 but are enrolled in Math 131 paired with Math 331. We will no longer require students take Math 125. This will shorten the sequence and eliminate an exit point. This is part of our redesign of the math basic skills sequence for STEM majors. Our goal is to go from 4 courses to a maximum of 2 courses. Modification of course title, SLOs, SPOs, CCOs, addition of MOIs, MOEs, assignment, modification of catalog description, change prereq from Math 125 to Math 250, add coreq of Math 131. Update textbooks. Change TOP code from Mathematics, General to Mathematics Skills.

MODIFICATION – SLOs, SPOs, CCOs, MOIs, MOEs, catalog description, prereq (remove MATH 133B or 134B), contact hours, texts, TOP code, update Distance Education – Effective Summer 2018

#### **STAT 050 ELEMENTARY STATISTICS**

4 units

(Mathematics Division)

Prerequisite: Math 131 or 141 or 150 or placement based on the Math assessment process.

Analysis of data using statistical methods: data collection, descriptive statistics, probability theory and inferential statistics. Topics include: sampling; measures of central tendency and variation; frequency charts and graphical representations of data; introductory probability; sampling distributions; correlation and linear regression; confidence intervals; hypothesis testing, including analysis of variance; and technology based statistical analysis from applications in engineering, social sciences, economics, psychology, and natural sciences. No credit if taken after STAT 015, 018, or 050H. Total of 72 hours lecture.

Transfer Credit: CSU; UC credit limitations. See counselor. \*C-ID: Math-110

Grade Mode: L, P

Rationale: Update the SLOs and SPOs to reflect current course content, align SPOs with SLOs, update CCOs, MOIs, MOEs, catalog description, prerequisites (remove 133B, 134B), and submit course for C-ID Math 110. Decreased the number of lecture hours from 90 to 72 lecture hours in order to align with the 4 course units.

### **PERFORMING AND COMMUNICATIONS ARTS DIVISION**

MODIFICATION – Title, SLOs, SPOs, CCOs, catalog description – Effective Summer 2018

#### **MUSC 045A INTERMEDIATE IMPROVISATION**

3 units

Prerequisite: MUSC 144 or retention based on successful audition.

Techniques of improvisation including a background of theory and skills. Experience in combo performance. Total of 54 hours lecture and 18 hours music laboratory. This course may be scheduled using the “To Be Arranged” (TBA) scheduling format.

Transfer Credit: CSU; UC

Grade Mode: L

Rationale: Course title change. Modifications to SLOs, SPOs, expansion of CCOs, catalog description.

MODIFICATION – Title, catalog description, texts, TOP code, SAM code – Effective Summer 2018

#### **MUSC 045B ADVANCED IMPROVISATION**

3 units

Prerequisite: MUSC 045A.

Advanced techniques of jazz improvisation for small ensembles. Harmonic, melodic and rhythmic approaches to jazz improvisation. Altered and extended harmonies and associated scales. Transcription and ear training.

Total of 54 hours lecture and 18 hours music laboratory. This course may be scheduled using the “To Be Arranged” (TBA) scheduling format.

Transfer Credit: CSU; UC

Grade Mode: L

Rationale: Course title change. Update Texts. Change TOP code and SAM code.

MODIFICATION – SLOs, SPOs, CCOs, MOIs, catalog description, prereq (add MUSC 009C), coreq (remove MUSC 008, 009B, 009C), texts – Effective Summer 2018

MUSC 073A VOCAL PERFORMANCE TECHNIQUES

1 unit

Prerequisite: Enrollment in or completion of MUSC 009C or audition.

Preparation for solo performance; the aspects of learning a song or aria: background, meaning, musical and dramatic analysis, musical and dramatic interpretation. Materials adapted to individual needs. Total of 18 hours lecture.

Transfer Credit: CSU; UC

Grade Mode: L,P

Rationale: Updated MOIs, MOEs, Assignments, SLOs, SPOs, CCOs, Catalogue description, instructional methods, pre-requisites (from none to 009C or audition), co-requisites (from Musc 008, 009B or 009C to none), textbook (other materials), additional resources needed, facilities needed.

MODIFICATION – Title, SLOs, SPOs, CCOs, MOIs, MOEs, catalog description, prereq (add MUSC 073A), coreq (remove MUSC 008, 009B, 009C), texts – Effective Summer 2018

MUSC 073B ADVANCED VOCAL PERFORMANCE TECHNIQUES

1 unit

Prerequisite: MUSC 073A.

Further development of musical and dramatic communication through performance. Project preparation and performance (recital, audition recording). Materials adapted to individual needs. Total of 18 hours lecture.

Transfer Credit: CSU; UC

Grade Mode: L,P

Rationale: Title, updated MOIs, MOEs, Assignments, SLOs, SPOs, CCOs, Catalogue description, instructional methods, pre-requisites (add MUSC 073A or audition, co-requisites (remove MUSC 008, 009B, or 009C), textbook (other materials), additional resources needed, facilities needed.

MODIFICATION – SLOs, SPOs, MOEs, catalog description, prereq (remove), SAM code, TOP code – Effective Summer 2018

MUSC 117 RHYTHM SECTION TECHNIQUES

2 units

Enrollment Limitation: Audition.

Theory and techniques of playing in a rhythm section both as an independent unit and as the accompaniment to soloists, combos and big bands. Interpretation of individual function, style and written notation in jazz, rock, Latin, and swing ensembles. For pianists, guitarists, bassists, set drummers, and percussionists. Total of 36 hours lecture and 18 hours music laboratory. This course may be scheduled using the “To Be Arranged” (TBA) scheduling format.

Grade Mode: L

Rationale: Update texts, change TOP code (from music to commercial music). Slight modifications to SLOs, SPOs, and MOEs. SAM code change.

MODIFICATION – SLOs, SPOs, catalog description, SAM code, TOP code – Effective Summer 2018  
MUSC 121 LATIN PERCUSSION TECHNIQUES

2 units

Percussion performance in Afro-Cuban and Brazilian musical styles. Playing techniques on specific instruments and idiomatic rhythmic patterns associated with regional musical styles. Instruments include congas, claves, guiro, timbales, cowbell, shekere and bongos. Total of 36 hours lecture and 18 hours music laboratory. This course may be scheduled using the “To Be Arranged” (TBA) scheduling format.

Grade Mode: L

Rationale: Modification to SLOs, SPOs, TOP code (from music to commercial music) and SAM code.

MODIFICATION –SLOs, SPOs, MOIs, MOEs, assignment, catalog description, units (from 1 to 3), recommended prep (delete MUSC 102; add MUSC 040) – Effective Summer 2018  
MUSC 144 INTRODUCTION TO IMPROVISATION

3 units

Recommended Preparation: MUSC 040.

Techniques of improvisation including a background of theory and skills. Experience in combo performance. Total of 54 hours lecture and 18 hours music laboratory. This course may be scheduled using the “To Be Arranged” (TBA) scheduling format.

Transfer Credit: CSU; UC

Grade Mode: L

Rationale:. Modifications to SLOs, SPOs, expansion of CCOs, addition of MOIs, MOEs, assignment, catalog description, increase units (from 1 to 3).Changed Recommended Preparation.

MODIFICATION – SPOs, MOIs, catalog description, contact hours – Effective Summer 2018  
SLPA 126 SPEECH LANGUAGE PATHOLOGY ASSISTANT FIELD WORK

2 units

Prerequisite: Enrollment in or completion of SLPA 123B.

Enrollment Limitation: Students must pass a health/safety and background check for both the college and the off-campus site. Requires instructor approval to ensure that the each student enrolled in the course has an approved contracted fieldwork site as well as an approved Master Clinician. Student must meet with the on-campus Instructor prior to semester of enrollment for:

a. fieldwork orientation (date to be announced in SLPA 123A or SLPA 123B)

b. establishment of a signed contract of understanding of all requirements for the off-campus experience

c. completion of the application indicating intent to enroll in SLPA 126 (available following orientation)

Supervised fieldwork experience assisting with the clinical management of persons with communicative disorders. Opportunities to interact with clients/patients while implementing a prescribed remedial plan, assisting with screening or evaluation under the direction of a speech-language pathologist, record keeping and managing of clinical data, setting up clinical equipment and materials, and performing various clerical duties as needed. Students must work 75 paid hours or 60 non-paid hours per unit earned. Total of 120 hours field practice.

Grade Mode: P

Rationale: To align the course units with the recommendation for the number of unpaid field practice hours. The recommended calculation is for 1 course unit for each 60 hours of unpaid field practice. Therefore, the field

practice hours will be reduced to 120 for this 2 unit course (reduced from 180 hours). To revise the enrollment limitations to include "Instructor Approval". This is to ensure that the each student enrolled in the course has an approved contracted fieldwork site as well as an approved Master Clinician. SPOs aligned with SLOs. MOI updated.

MODIFICATION – Texts, TOP code – Effective Summer 2018

TVR 014A BEGINNING RADIO PRODUCTION

3 units

Recommended Preparation: TVR 012 and TVR 015.

Introductory course in theory and application of audio production techniques for radio. Students will gain a basic understanding of audio equipment in both live and pre-recorded broadcasting. This includes recording equipment, mixers, digital audio production, radio program formats, broadcast writing and announcing skills. Total of 36 hours lecture and 54 hours laboratory.

Transfer Credit: CSU

Grade Mode: L

Rationale: Increasing NCN from 16 to 20 to accommodate anticipated increase in demand by students pursuing an AS-T in Film, TV, and Electronic Media. Modified TOP code, updated texts. Added form B's for existing recommended preparation of TVR 012 and TVR 015

MODIFICATION – Prereq (add TVR 002A, TVR 012), contact hours, units (from 3 to 2), TOP code – Effective Summer 2018

TVR 014B ADVANCED RADIO PRODUCTION

2 units

Prerequisites: TVR 014A, TVR 002A, and TVR 012.

Recommended Preparation: TVR 018.

Advanced projects in radio, podcasting, and live-remote production. Program formats include news, public service announcements, public affairs, documentary and music programs. Total of 18 hours lecture and 54 hours laboratory.

Transfer Credit: CSU

Grade Mode: L

Rationale: Adding prerequisite of TVR 002A Fundamentals of Audio for Media and TVR 012 Announcing and Performing in Electronic Media as TVR 014B requires recording, mixing, editing, sound quality evaluation, and microphone use, all of which are taught in TVR 002A and the delivery of content created, as taught in TVR 012. These topics are beyond the scope of a single class. Students will be far better prepared for the advanced nature of the work in TVR 014B. Changing the lecture/lab ratio to 18 lecture and 54 lab from 54 lecture and 18 lab to more accurately reflect the advanced practice nature of this course and need for hands-on experience, particularly in light of the new prerequisites. Reduction of units from 3 to 2. Change TOP code.

MODIFICATION – Title, SLOs, SPOs, CCO, MOIs, MOEs, assignment, catalog description, prereq (add TVR 007), recommended prep (add TVR 004, 019, and 041), contact hours – Effective Summer 2018

TVR 016A INTERMEDIATE PRODUCING AND DIRECTING

4 units

Prerequisite: TVR 007.

Recommended Preparation: Completion of or enrollment in TVR 004, 019, and 041.

Concepts and practices in scripting, producing and directing a variety of television program formats for multi-camera studio production. Total of 63 hours lecture and 36 hours laboratory.

Transfer Credit: CSU

Grade Mode: L

Rationale: Title change. Modification of SLOs, SPOs, CCOs, addition of MOIs, MOEs, modification of assignment, catalog description, contact hours, modify recommended preparation (from TVR 007 to Completion of or enrollment in TVR 004, TVR 019, and TVR 041), add prereq (TVR 007), FORM Bs, update textbook. Changing TVR 007 from recommended preparation to a prerequisite. By taking TVR 007 first, students in TVR 016A will have the same introduction to fundamental production knowledge, skills and techniques, facilitating intermediate level instruction in TVR 016A, which has long been extremely challenging given the varying levels of student preparation. Adding 3 advisory courses as recommended preparation: TVR 004, TVR 019, and TVR 041. TVR 004 teaches beginning single camera location production techniques and TVR 041 teaches post- production (editing) techniques. These techniques are discussed in comparison to studio production in TVR 16A and are commonly held skills among producers and directors in today's employment landscape. TVR 4 and 41 teach the skills needed for students to create b-roll (single camera footage shot on location and edited) for incorporation into TVR 16A productions, which is an option in 3 of the 4 production types students create and a valuable learning opportunity that expands students' storytelling ability. The advisory alerts students to the importance of TVR 004 and 041 to their career preparation. Adding them as course advisories will encourage students to complete or co-enroll in these courses and facilitate an update of TVR 016A course content to include more b-roll in live productions. TVR 019 teaches students to evaluate the techniques employed by content creators, including how they create meaning, and discuss why those particular techniques may have been chosen. This subject is addressed in 016A but it is a process students struggle to articulate and there is insufficient lecture time to address it further. As content creators, students will be better positioned to create their own projects with the benefit of enhanced knowledge about how professionals have used the techniques available to them.

MODIFICATION – Title, SLOs, SPOs, CCOs, MOIs, MOEs, assignment, catalog description, recommended prep (add TVR 001), texts – Effective Summer 2018

TVR 021 ENTERTAINMENT INDUSTRY BUSINESS PRACTICES, MANAGEMENT, AND PRODUCING

3 units

Recommended Preparation: Enrollment in or completion of TVR 001.

Theory and practice of major media business sectors, management, and producing in media organizations and industries, including types of content, audience analysis, advertising and other funding sources, marketing, programming, business models, entrepreneurship, and legal, regulatory, and ethical issues. Total of 54 hours lecture.

Transfer Credit: CSU

Grade Mode: L

Rationale: Course review. Modification of TITLE, CCOs, SLOs, SPOs, assignment, catalog description, addition of MOIs, MOE's, addition of recommended preparation of TVR 001, update of textbooks.

MODIFICATION – Title, SLOs, SPOs, CCOs, MOIs, MOEs, assignment, catalog description, prereq (add TVR 004, and TVR 041; remove TVR 107), recommended prep (add TVR 018 and TVR 109), texts – Effective Summer 2018

TVR 024 ELECTRONIC NEWS GATHERING AND DOCUMENTARY PRODUCTION

3 units

Prerequisite: TVR 004, TVR 007, and TVR 041.

Recommended Preparation: TVR 018 and TVR 019.

Creation of news and documentary content through the processes of development, preproduction, production, and post-production. Application of structure, writing principles, reporting, voice over, aesthetics, and editing of



electronic news gathering (ENG) and documentary using intermediate single camera shooting style and editing techniques. Total of 36 hours lecture and 54 hours laboratory.

Transfer Credit: CSU

Grade Mode: L

Rationale: Changing prereqs from TVR 007 or 107 to TVR 007, 004, and 041. Deleting TVR 107 as a prerequisite choice as it is an advanced course taken after TVR 007; deleting PHOTO 21 as recommended preparation since it teaches techniques of photography, not video – TVR 004 and TVR 007 provide introductory preparation in fundamental video production techniques. Adding TVR 004 Beginning Single Camera Production and TVR 041 Beginning Non-Linear Digital Editing as prerequisites since TVR 24 includes principles of both but provides very modest training given the broad scope of this class. By learning single camera production and basic editing techniques prior to taking TVR 024, students will have acquired sufficient skills to produce work of a higher quality better suited to an intermediate course and the course can place more emphasis on writing skills, traditionally an area students struggle with, and practical application of single camera and editing techniques. Added recommended preparation of TVR 018 and 019. Adding documentary in title and making this focus clearer in SLO's and course content. Aligned and modified SPOs with SLOs. Added MOIs, MOEs, and assignments. Updated SLO's to incorporate documentary production.

MODIFICATION – SLOs, SPOs, CCOs, MOIs, MOEs, assignment, catalog description, units (from 3 to 2), contact hours, prereq (add TVR 019 and TVR 041; remove TVR 141A), texts – Effective Summer 2018

TVR 141B INTERMEDIATE DIGITAL NON-LINEAR VIDEO EDITING

2 units

Prerequisites: TVR 019 and TVR 041 or placement based on the TVR 041 assessment process.

Intermediate theory and application of editing techniques using the Avid Editing System. Critical analysis of the editing process. Editing complex scenes. Creating visual effects. Introduction to editing system troubleshooting. Total of 18 hours lecture and 72 hours laboratory.

Grade Mode: L

Rationale: Updating as prerequisite course of TVR 141A was changed to TVR 041 for inclusion in the AS-T in Film, TV, and Electronic Media. Added new form B. Updated SLO's and SPO's Adding TVR 019, Media Aesthetics, as prerequisite as this course teaches students to apply critical analysis skills in the evaluation of narrative structures and other "tools-of-the-trade" including performance, cinematography, sound design, and editing, which is an essential skill for editors. Updating MOI's and MOE's. Changing lecture/lab ratio to 18 lecture, 72 lab to provide additional hands-on practice at this more advanced level of editing. Reduction of units from 3 to 2.

MODIFICATION – MOIs, catalog description TOP code – Effective Summer 2018

TVR 143 DIGITAL AUDIO WORKSTATION SKILLS

3 units

Prerequisite: TVR 002A.

Theory and application of digital audio workstations used in media production and postproduction. Developing proficiency using audio design and mixing in a project based learning environment. Total of 36 hours lecture and 54 hours laboratory.

Grade Mode: L, P

Rationale: Revise the language in the catalog description to eliminate the mention of any specific software. Also, change the TOP code to 060400 "Radio and Television" MOI updated.

MODIFICATION – SLOs, SPOs, MOIs, MOEs, catalog description, units (from 3 to 2), contact hours – Effective Summer 2018

**TVR 144 DIGITAL NON-LINEAR ASSISTANT EDITING**

2 units

Introductory theory and application of assistant editing techniques using the Avid Editing System. Practical application of the assistant editing process. System setup, project setup, various inputting techniques, transcoding, project organization skills, various online mixing, exporting and outputting skills and techniques. Total of 18 hours lecture and 72 hours laboratory.

Grade Mode: L

Rationale: Updating the lab/lecture ratio from 36 lecture & 54 lab to 18 lecture & 72 lab with a corresponding change in units (from 3 to 2), adding a new SLO 1, updating MOI & MOE, reorganizing CCO's, numbering SPO's.

**SOCIAL SCIENCES DIVISION**

ADDITION – Effective Summer 2018

**ANTH 140 ADVANCED APPLICATIONS OF ARCHAEOLOGICAL FIELD WORK**

2 units

Prerequisite: ANTH 040.

Advanced field experience in archaeology. Continued instruction in the methodologies and techniques used in archaeological fieldwork. Enhanced exposure to site survey, excavation, mapping, and recordation techniques; field crew supervision; report writing; and select field projects. Required instructional trips (for a minimum of two hours per week). Total of 18 hours lecture and 54 hours laboratory.

Grade Mode: L, P

Rationale: To complete the Certificate in Archaeological Field Training, students are required to complete 4 units of work at an excavation site identified by PCC faculty. This requires that students work in the field over two inter-sessions, for a minimum of four weeks of field school training. In previous years, students were allowed to repeat ANTH 030H (Applications of Archaeological Field Work). Yet, due to changes with repeatability (Title V) this is no longer possible. For the last 3 years, students have been taking ANTH 020 (Independent Studies) in lieu of Advanced Applications of Archaeological Field Work. This presents another set of complications: transcripts do not state that students completed the second portion of the field school training AND significant issues concerning insurance and liability can become problematic for the school. The introduction of this coursework, ANTH 040 and 140, will be utilized exclusively for field study courses. Thus, we will demonstrate to potential employers that our students received proper training in the application of archaeological field work as well as limit future issues of liability for our college.

**ECON 001AH HONORS PRINCIPLES OF MACROECONOMICS**

3 units

Prerequisite: One of the following courses: MATH 125, or MATH 250, or MATH 128B, or MATH 127B.

Enrollment Limitation: Acceptance into the Honors program.

Introductory course in macroeconomic concepts and tools of economic analysis. Theory of demand and supply, national income accounting, economic growth, recessions and inflation. Fiscal and monetary theories and policies. The Federal Reserve system, tools of monetary control and international trade and finance. This enriched course is designed for the Honors Program allowing, for example, more student directed discussions and more extensive writing assignments that include analysis of economic principles. No credit if taken after ECON 001A. Total of 54 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.

### ECON 001BH HONORS PRINCIPLES OF MICROECONOMICS

3 units

Prerequisites: ECON 001A and one of the following: MATH 125 or MATH 250 or MATH 128B or MATH 127B.

Enrollment Limitation: Acceptance into the Honors program.

Introductory course in microeconomics, price analysis, consumer behavior, comparisons of market structures, resource markets, international trade, income distribution and the role of government. This enriched course is designed for the Honors Program allowing, for example, more student directed discussions and more extensive writing assignments that include analysis of economic principles. No credit it taken after ECON 001B. Total of 54 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.

### GLBL 001 INTRODUCTION TO GLOBAL STUDIES

3 units

Study of globalization and related forms of social change. Analysis of economic, political, military, cultural, technological, and environmental aspects of globalization; history of globalization, European colonialism and decolonization processes; impact of multinational corporations and global political and financial institutions, and social movements from cross-cultural and global perspectives. 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 program to be compliant and is one of two new courses being developed as a core requirements of the degree. This course is written to align to C-ID GLST 101.

### SOC 030 INTRODUCTION TO GENDER

3 units

Sociological analysis of the social construction of gender historically, contemporarily and cross- culturally. Examines the debates on sexuality and gender identity. Analysis of the impact of social institutions and practices including, but not limited to economic and political change, on gender expectations and practices. Total of 54 hours lecture.

Transfer Credit: CSU; UC credit under review.

Grade Mode: L, P

Rationale: The AA-T in Social Justice requires a course in Sociology of Gender or Women Studies. The Sociology department is proposing a new Introduction to Gender course. It will be an elective for the Sociology AA-T. Sixty other community colleges in California already offer this course, many as part of their AA-T. This course is being aligned C-id descriptor SOCI 140, Introduction to Gender. It is one of the core courses required for the AA-T in Social Justice.

MODIFICATION – SLOs, MOEs, addition of Distance Education – Effective Summer 2018

### ANTH 009 GENDER, SEX AND CULTURE

3 units

Explores the anthropology of sex and gender including the relationship between biology and culture in human evolution, archaeological evidence of gender distinctions in prehistory, cross-cultural constructions of masculinity, femininity, and sexuality, variations in sexual division of labor and economic stratification, gender differences in religion and family, and the impact of gender issues in the contemporary global culture. Total of 54 hours lecture.

Transfer Credit: CSU; UC credit under review.

Grade Mode: L, P

Rationale: Addition of Distance Education teaching modality. Update MOE, update SLO 1 with word “examine.”

MODIFICATION – Course number (from ANTH 030H), SLOs, MOEs, catalog description, prereq (remove ANTH 001, 002, 003, or 004 – Effective Summer 2018

### ANTH 040 APPLICATIONS OF ARCHAEOLOGICAL FIELD WORK

2 units

Beginning field experience in archaeology. Basic techniques of archaeological field work, including survey and excavation; field artifact identification and collection; and site mapping and recordation. Required instructional trips (for a minimum of two hours per week). No credit if taken after ANTH 030H. Total of 18 hours lecture and 54 hours laboratory. Formerly ANTH 030H.

Transfer Credit: CSU

Grade Mode: L, P

Rationale: This course is currently listed in the PCC catalog as ANTH 030H. To eliminate any confusion with Honors (H) designated courses, ANTH 040 has been established. The introduction of 040 and 140 are required for the Certificate in Field Archaeology program.

MODIFICATION – Catalog description, prereq (remove PSYC 121; add PSYC 024) – Effective Summer 2018  
CHDV 030 INTRODUCTION TO CHILDREN WITH SPECIAL NEEDS

3 units

Prerequisites: CHDV 010 and either PSYC 021 or PSYC 024.

Introduces the variations in development of children with special needs ages birth through eight and the resulting impact on families. Includes an overview of historical and societal influences, laws relating to children with special needs, and the identification and referral process. No credit if taken after SET 100. Total of 54 hours lecture. Formerly SET 100.

Transfer Credit: CSU

Grade Mode: L

Rationale: This modification is to correct the catalogue description and to change prerequisite to include Psyc 024 or Psyc 021 and update CareerTech Certificate names.

MODIFICATION – Catalog description – Effective Summer 2018

CHDV 035 INTRODUCTION TO CURRICULUM AND STRATEGIES FOR CHILDREN WITH SPECIAL NEEDS

3 units

Prerequisite: CHDV 010.

Covers curriculum and intervention strategies for working with children with disabilities and other special needs in partnership with their families. Focus on the use of observation and assessment in meeting the individualized needs of children in inclusive and natural environments. The role of the teacher as a professional working with families, collaboration with interdisciplinary teams, and cultural competence. No credit if taken after CHDV 128. Total of 54 hours lecture. Formerly CHDV 128.

Transfer Credit: CSU

Grade Mode: L

Rationale: The catalog description is in need of correction.

MODIFICATION – SPOs, MOEs, catalog description, prereqs (add CHDV 013AF), texts – Effective Summer 2018

CHDV 119 ADULT SUPERVISION AND MENTORING IN EARLY CARE AND EDUCATION

3 units

Prerequisites: CHDV 013A, 013AF, 015, and 020.

Methods and principles of supervising student teachers, volunteers, staff, and other adults in early care and education settings. Emphasis is on the roles and development of early childhood professionals as mentors and leaders. Course is a requirement in order to apply to become a Mentor Teacher with the State of California. Total of 54 hours lecture.

Grade Mode: L

Rationale: Update catalog description, textbooks. SPOs, MOEs, FORM B

MODIFICATION – SLOs, SPOs, catalog description, texts, addition of Distance Education – Effective Summer 2018

PHIL 001 INTRODUCTION TO PHILOSOPHY

3 units

A survey of the main areas of philosophy, including metaphysics, epistemology, ethics, political philosophy, and philosophy of religion. Introduction to philosophical methods, including logical and conceptual analysis.

Interpretation of historical and contemporary philosophical texts. Evaluation of philosophical problems, concepts, and arguments. Construction and defense of philosophical arguments in oral and written form. No credit if taken after PHIL 001H. Total of 54 hours lecture.

Transfer Credit: CSU; UC credit limitations. See counselor. \*C-ID: PHIL 100

Grade Mode: L,P

Rationale: The purpose of this proposal is to create a Form D for PHIL 001 so that it can be offered as a hybrid or fully online course. The course was last modified on 5/11/17 so no other changes were made to the course other than the addition of the Form D. The SLOs and SPOs were revised 10/21/17 in response to feedback from the C&I committee, and the edition of the textbook *Voices of Wisdom: A Multicultural Philosophy Reader* was updated. Form D was revised.

MODIFICATION – SLOs, SPOs, MOIs, MOEs, catalog description, texts – Effective Summer 2018  
PHIL 001H HONORS INTRODUCTION TO PHILOSOPHY

3 units

Enrollment Limitation: Acceptance into the Honors program.

A survey of the main areas of philosophy, including metaphysics, epistemology, ethics, political philosophy, and philosophy of religion. Introduction to philosophical methods, including logical and conceptual analysis. Interpretation of historical and contemporary philosophical texts. Evaluation of philosophical problems, concepts, and arguments. Construction and defense of philosophical arguments in oral and written form. No credit if taken after PHIL 001. Total of 54 hours lecture.

Transfer Credit: CSU; UC. C-ID: PHIL 100

Grade Mode: L

Rationale: This course is being modified (SLOs, SPOs, MoIs, MoEs, and textbook update) to conform to similar changes made in Phil 001 this semester (in particular, the SLOs and SPOs need to be consistent between the two courses).

MODIFICATION – SLOs, SPOs, CCOs, assignment, catalog description, texts, addition of Distance Education – Effective Summer 2018

PHIL 003 ETHICS

3 units

An analysis from the philosophical point of view of the nature of morality and moral judgments; study of the major ethical systems; theories of conduct; theories of value; the moral virtues; science and morality; ethical relativism. Particular issues examined include the nature of moral actions; the ground for moral obligation; and the relation between morality, happiness, and rationality. Total of 54 hours lecture.

Transfer Credit: CSU; UC. C-ID: PHIL 120

Grade Mode: L, P

Rationale: SLOs have been modified and streamlined from five SLOs to three SLOs. These SLOs have been checked with the Course Objectives on the C-ID Descriptor for the course found at [https://c-id.net/descriptor\\_details.html?descriptor=392](https://c-id.net/descriptor_details.html?descriptor=392). Modifications to SPOs, MOIs, MOEs, catalog description, and assignments. Course Content Outline has been modified to fit with the Course Content description on the C-ID Descriptor for the course (see the above link). Textbooks have been updated. The class has been marked for online/hybrid teaching. (Supplementary documents have been provided (Form D).

MODIFICATION – SLOs, SPOs, CCOs, MOIs, MOEs, assignment, catalog description, texts – Effective Summer 2018

PHIL 020A HISTORY OF ANCIENT PHILOSOPHY

3 units

Beginnings of Western philosophy and science in Greece, including philosophers such as Socrates, Plato, and Aristotle, and Hellenistic schools of thought, developments to St. Thomas Aquinas, and theories of the late Middle Ages. Total of 54 hours lecture.

Transfer Credit: CSU; UC

Grade Mode: L, P

Rationale: SLOs need streamlining. SPOs, methods of instruction and evaluation, and assignments need elaboration. Textbooks need updating. CCOs need updating. Addition of MOIs, MOEs, and assignments. Modification of catalog description.

MODIFICATION – SLOs, SPOs, CCOs, MOIs, MOEs, assignment, catalog description, texts – Effective Summer 2018

POLS 006 THE U.S. AND WORLD POLITICS

3 units

Introduction to various aspects of World Politics including the role of major political, social, economic, and defense institutions in countries. The model is American policy and relationship to global and bilateral institutions. Total of 54 hours lecture.

Transfer Credit: CSU; UC

Grade Mode: L, P

Rationale: This course is being updated for content and to comply with C-ID requirements as C-ID POLS 130. SLOs and SPOs have expanded to include more theories of international relations, world politics, and their applications. MOIs have been revised to include group work, and data collection from recognized public sources such as the World Bank, IMF, OECD, and SIPRI. MOEs include data evaluation, writing using an executive summary format, and written exams. Modification of catalog description.

MODIFICATION – Add ANTH Honors courses, ANTH 040 and 140 – Effective Summer 2018

ARCHAEOLOGICAL FIELD WORK

17 units

The Occupational Skills Certificate in Archaeological Fieldwork prepares students for entry-level work in cultural resource management. The program provides opportunities for students to actively engage in archaeological research in both a field and laboratory setting. Courses are designed to introduce students to a diverse range of professional skills, including survey and excavation techniques, mapping and documentation, and artifact identification, processing and analysis.

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

#### REQUIRED CORE

ANTH 001 – Physical Anthropology (3)

or

ANTH 001H – Honors Physical Anthropology (3)

ANTH 002 – Cultural Anthropology (3)

or

ANTH 002H – Honors Cultural Anthropology (3)

ANTH 003 – Introduction to Archaeology (3)

ANTH 007 – Archaeological Artifact Analysis (3)

ANTH 040 – Applications of Archaeological Field Work (2)

## Required Electives

Lab Requirement (Select either GEOG Course or ANTH Courses)

GEOG 011 – Introduction to Geographic Information Systems and Techniques, With Lab (3)

or

ANTH 140 – Advanced Applications of Archaeological Field Work (2)

and

ANTH 001L – Laboratory in Physical Anthropology (1)

## Recommended Electives

BIOL 002 – Animal Biology (4)

BIOL 030 – Field Botany (4)

ANTH 006 – Origins of Civilization (3)

GEOG 011 – Introduction to Geographic Information Systems and Techniques, with Lab (3)

ANTH 012 – American Indian Cultures (3)

ANTH 001L – Laboratory in Physical Anthropology (1)

ANTH 140 – Advanced Applications of Archaeological Field Work (2)

Rationale: Updates/ Revisions made to the Certificate Program (while remaining a 17 unit Program.) The Certificate in Archaeological Field Work has been updated to include new course offerings/ modifications to current courses (Anthropology 040 and 140), the addition of Honors level classes as well as relevant courses in anthropology proposed since the program was last revised.

MODIFICATION – Add CHDV 017 – Effective Summer 2018

## CHILD DEVELOPMENT – ADMINISTRATION

39 units

The field of child development/early childhood education studies involves the study of the developmental patterns and learning theories of children from birth to age twelve. The Certificate of Achievement Child Development Administration prepares students to supervise and mentor teachers in early care and education settings. However, it may not alone meet all requirements to be a Site Supervisor.

Professionals in this field invoke the term development as a way to understand the child's growth and learning and to inform practice. The Child Development (CHDV) discipline at Pasadena City College offers a curriculum that guides students on various pathways, which may include the attainment of a Transfer Degree (wherein, they can transfer to a 4-year institution and obtain advanced degrees), or an Associate of Science Degree, and/or a Certificate of Achievement in Child Development that will lead students to immediate career opportunities working with infants, toddlers, preschoolers, and children with special needs.

Courses provide a theoretical foundation and prepare students for careers in Teaching in Early Care and Education schools such as infant, toddler, preschool, or Pre-K programs, Elementary Schools (public or private), Before-and after-school program, Family Child Care Homes, General Education Settings including parks and recreation programs, Medical Centers/Hospitals as a Child Life Specialist, Private Households, non-profit and governmental agencies concerned with the welfare of children, and Social and Human Service programs. Child Development coursework can also lead to work with elementary and secondary age students in a credentialed teaching position.

The Certificate of Achievement Child Development Administration alone does not meet all the requirements for Site Supervisor however, the Certificate of Achievement Child Development Administration does meet the coursework requirement for the California Child Development Teacher (or Master Teacher) permit issued by



the California Commission on Teacher Credentialing for employment in Public School Programs (Title 5) and for employment in community care facilities under Title 22 of the California State Department of Social Services. Additionally, a number of courses (1-99) meet General Education requirements for the Associate in Science Degree and Associate of Science-Transfer Degree. Completion of the Associate in Science in Early Childhood Education for Transfer (AS-T) ensures transfer students will complete the lower division general education requirements as well as many lower division major requirements for a bachelor's degree in Child Development prior to transferring to a 4-year institution.

Requirements for the Associate Teacher Child Development Permit\*:

Completion of 16 core units as follows: PSYC 021, CHDV 010, CHDV 015, CHDV 020, and CHDV 013A and 013AF. Completion of these courses with a C or better must be verified by official transcripts.

Requirements for the Teacher Child Development Permit\*:

Completion of the Certificate of Achievement requirements plus 16 additional general education units as follows: at least one course each in Humanities, Social Sciences, Math and/or Science, and English. Completion of these courses with a C or better must be verified by official transcripts.

Requirements for the Master Teacher Child Development Permit\*:

Completion of the Certificate of Achievement requirements plus 16 additional general education units as follows: at least one course each in Humanities, Social sciences, Math and/or Science, and English; completion of these courses with a C or better must be verified by official transcripts.

Requirements for the Site Supervisor Child Development Permit\*:

Completion of the Certificate of Achievement requirements including AA, CHDV 012A, Administration I: Programs, CHDV 012B, Administration II: Personnel and Leadership and CHDV 119, Child Development Mentor Teacher Practices. Completion of these courses with a C or better must be verified by official transcripts.

\*Permits are issued by the California Commission on Teacher Credentialing.

\*Depending on initial placement, students may be required to take additional English and ESL courses.

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

#### Required Courses

CHDV 010 – Principles and Practices of Teaching Young Children (3)

PSYC 021 – Developmental Psychology: The Child (3)

CHDV 013A – Practicum in Child Development-A (2)

CHDV 020 – Introduction to Curriculum Planning (3)

CHDV 015 – Child, Family and Community (3)

CHDV 013B – Practicum in Child Development-B (2)

CHDV 014 – Observation and Assessment of Young Children (3)

CHDV 016 – Health, Safety and Nutrition (3)

CHDV 013AF – Field Practice in Child Development – A (2)

CHDV 013BF – Field Practice in Child Development B (2)

CHDV 012A – Administration I: Programs in Early Childhood (3)

CHDV 012B – Administration II: Personnel and Leadership in Early Childhood Education (3)

ENGL 100 – Reading and Writing Skills (4)

or

ESL 033B – ESL Reading and Writing – Level 5 (4)

or  
ENGL 001A – Reading and Composition (4)  
CHDV 017 – Teaching Children in a Diverse Society (3)

**Recommended Electives**

CHDV 119 – Child Development Adult Supervision (3)  
CHDV 024A – Special Topics in Child Development – Health and Safety (2)

Rationale: Per Advisory Committee recommendation from June 16, 2017 meeting, adding CHDV 017 to core requirements.

**MODIFICATION – Add CHDV 017 – Effective Summer 2018**

**CHILD DEVELOPMENT – EARLY INTERVENTION**

47 units

The field of child development/early childhood education studies involves the study of the developmental patterns and learning theories of children from birth to age twelve. The study of Children with Special Needs fall within this discipline. The Certificate of Achievement Child Development Early Intervention prepares students to work with children with Special Needs between the ages of Birth to Three. This proposed new certificate will prepare individuals to work as early childhood paraprofessionals with expertise in special education and early intervention. The program will train students from culturally sensitive and family-focused perspectives that emphasize the value of individual differences in young children.

Professionals in this field invoke the term development as a way to understand the child's growth and learning and to inform practice. The Child Development (CHDV) discipline at Pasadena City College offers a curriculum that guides students on various pathways, which may include the attainment of a Transfer Degree (wherein, they can transfer to a 4-year institution and obtain advanced degrees), or an Associate of Science Degree, and/or a Certificate of Achievement in Child Development that will lead students to immediate career opportunities working with infants, toddlers, preschoolers, and children with special needs. Courses provide a theoretical foundation and prepare students for careers in Teaching in Early Care and Education schools such as infant, toddler, preschool, or Pre-K programs, Elementary Schools (public or private), Before-and after-school program, Family Child Care Homes, General Education Settings including parks and recreation programs, Medical Centers/Hospitals as a Child Life Specialist, Private Households, non-profit and governmental agencies concerned with the welfare of children, and Social and Human Service programs. Child Development coursework can also lead to work with elementary and secondary age students in a credentialed teaching position.

The Certificate of Achievement Child Development Early Intervention meets the coursework requirement for the California Child Development Teacher (or Master Teacher) permit issued by the California Commission on Teacher Credentialing for employment in Public School Programs (Title 5) and for employment in community care facilities under Title 22 of the California State Department of Social Services. Additionally, a number of courses meet General Education requirements for the Associate in Science Degree and Associate of Science-Transfer Degree. Completion of the Associate in Science in Early Childhood Education for Transfer (AST) ensures transfer students will complete the lower division general education requirements as well as many of the lower division major requirements for a bachelor's degree in Child Development prior to transferring to a CSU.

**Requirements for the Associate Teacher Child Development Permit\*:**

Completion of 16 core units as follows: PSYC 021, CHDV 010, CHDV 015, CHDV 20, and CHDV 013A and 013AF. Completion of these courses with a C or better must be verified by official transcripts.

Requirements for the Teacher Child Development Permit\*:

Completion of the Certificate of Achievement requirements plus 16 additional general education units as follows: at least one course each in Humanities, Social Sciences, Math and/or Science, and English. Completion of these courses with a C or better must be verified by official transcripts.

Requirements for the Master Teacher Child Development Permit\*:

Completion of the Certificate of Achievement requirements plus 16 additional general education units as follows: at least one course each in Humanities, Social sciences, Math and/or Science, and English; completion of these courses with a C or better must be verified by official transcripts.

\*Permits are issued by the California Commission on Teacher Credentialing.

\*Depending on initial placement, students may be required to take additional English and ESL courses.

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

#### Required Courses

CHDV 010 – Principles and Practices of Teaching Young Children (3)

PSYC 021 – Developmental Psychology: The Child (3)

CHDV 013A – Practicum in Child Development-A (2)

CHDV 013AF – Field Practice in Child Development – A (2)

CHDV 020 – Introduction to Curriculum Planning (3)

CHDV 015 – Child, Family and Community (3)

CHDV 016 – Health, Safety and Nutrition (3)

CHDV 014 – Observation and Assessment of Young Children (3)

CHDV 030 – Introduction to Children with Special Needs (3)

CHDV 035 – Introduction to Curriculum and Strategies for Children with Special Needs (3)

CHDV 105 – Children with Challenging Behaviors (3)

CHDV 114 – Early Intervention (3)

CHDV 122 – Practicum in Early Intervention/Special Education (2)

CHDV 122F – Field Practice in Early Intervention/Special Education (1)

CHDV 113 – Early Intervention: Home Visiting (3)

or

ENGL 100 – Reading and Writing Skills (4)

or

ENGL 001A – Reading and Composition (4)

or

ESL 033B – ESL Reading and Writing – Level 5 (4)

CHDV 017 – Teaching Children in a Diverse Society (3)

Rationale: Per Advisory Committee recommendation from June 16, 2017 meeting, adding CHDV 017 to core requirements.

MODIFICATION – Add CHDV 017 – Effective Summer 2018

CHILD DEVELOPMENT – INFANT/TODDLER

39 units

The field of child development/early childhood education involves the study of the developmental patterns and learning theories of children from birth to age twelve. The Certificate of Achievement Child Development Infant-Toddler prepares students to work specifically with children from birth to the age of three.

The Child Development (CHDV) discipline at Pasadena City College offers a curriculum that guides students on various pathways, which may include the attainment of a Transfer Degree (wherein, they can transfer to a 4-year institution and obtain advanced degrees), or an Associate of Science Degree, and/or a Certificate of Achievement in Child Development that will lead students to immediate career opportunities working with infants and toddlers, or children with special needs between the age of birth to three. Courses provide a theoretical foundation and prepare students for careers in Teaching in Early Care and Education schools such as infant and toddler programs, Family Child Care Homes, Medical Centers/Hospitals as a Child Life Specialist, Private Households, non-profit and governmental agencies concerned with the welfare of children, and Social and Human Service programs.

The Certificate of Achievement meets the coursework requirement for the California Child Development Teacher (or Master Teacher) permit issued by the California Commission on Teacher Credentialing for employment in Public School Programs (Title 5) and for employment in community care facilities under Title 22 of the California State Department of Social Services. Additionally, a number of courses (1-99) meet General Education requirements for the Associate in Science Degree and Associate of Science-Transfer Degree. Completion of the Associate in Science in Early Childhood Education for Transfer (AS-T) ensures transfer students will complete the lower division general education requirements as well as many lower division major requirements for a bachelor's degree in Child Development prior to transferring to a CSU.

Requirements for the Associate Teacher Child Development Permit\*:

Completion of 16 core units as follows: PSYC 021, CHDV 010, CHDV 015, CHDV 020, and CHDV 013A and 013AF. Completion of these courses with a C or better must be verified by official transcripts.

Requirements for the Teacher Child Development Permit\*:

Completion of the Certificate of Achievement requirements plus 16 additional general education units as follows: at least one course each in Humanities, Social Sciences, Math and/or Science, and English. Completion of these courses with a C or better must be verified by official transcripts.

Requirements for the Master Teacher Child Development Permit\*:

Completion of the Certificate of Achievement requirements plus 16 additional general education units as follows: at least one course each in Humanities, Social sciences, Math and/or Science, and English; completion of these courses with a C or better must be verified by official transcripts.

Requirements for the Site Supervisor Child Development Permit\*:

Completion of the Certificate of Achievement requirements including AA, CHDV 012A, Administration I: Programs, CHDV 012B, Administration II: Personnel and Leadership and CHDV 119, Child Development Mentor Teacher Practices. Completion of these courses with a C or better must be verified by official transcripts.

\*Permits are issued by the California Commission on Teacher Credentialing.

\*Depending on initial placement, students may be required to take additional English and ESL courses.

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

#### Required Courses

CHDV 010 – Principles and Practices of Teaching Young Children (3)

PSYC 021 – Developmental Psychology: The Child (3)

ENGL 001A – Reading and Composition (4)

or

ENGL 100 – Reading and Writing Skills (4)

or

ESL 033B – ESL Reading and Writing – Level 5 (4)

Year 1

CHDV 020 – Introduction to Curriculum Planning (3)

CHDV 017 – Teaching Children in a Diverse Society (3)

CHDV 013A – Practicum in Child Development-A (2)

CHDV 013AF – Field Practice in Child Development – A (2)

CHDV 015 – Child, Family and Community (3)

CHDV 011 – Infant and Toddler Development (3)

Year 2

CHDV 013B – Practicum in Child Development-B (2)

CHDV 013BF – Field Practice in Child Development B (2)

CHDV 016 – Health, Safety and Nutrition (3)

CHDV 014 – Observation and Assessment of Young Children (3)

CHDV 022 – Infant Toddler Care and Education (3)

Recommended Electives

CHDV 024C – Special Topics in Child Development – The Young Child (2)

Rationale:

Per Advisory Committee recommendation from June 16, 2017 meeting, adding CHDV 017 to core requirements.

MODIFICATION – Add CHDV 017 – Effective Summer 2018

CHILD DEVELOPMENT – LANGUAGE & LITERACY

39 units

The field of child development/early childhood education studies involves the study of the developmental patterns and learning theories of children from birth to age twelve. The Certificate of Achievement Child Development Language and Literacy gives students the additional knowledge of language structure and acquisition in young children.

Professionals in this field invoke the term development as a way to understand the child's growth and learning and to inform practice. The Child Development (CHDV) discipline at Pasadena City College offers a curriculum that guides students on various pathways, which may include the attainment of a Transfer Degree (wherein, they can transfer to a 4-year institution and obtain advanced degrees), or an Associate of Science Degree, and/or a Certificate of Achievement in Child Development that will lead students to immediate career opportunities working with infants, toddlers, preschoolers, and children with special needs. Courses provide a theoretical foundation and prepare students for careers in Teaching in Early Care and Education schools such as infant, toddler, preschool, or Pre-K programs, Elementary Schools (public or private), Before-and after-school programs, Family Child Care Homes, General Education Settings including parks and recreation programs, Medical Centers/Hospitals as a Child Life Specialist, Private Households, non-profit and governmental agencies concerned with the welfare of children, and Social and Human Service programs. Child Development coursework can also lead to work with elementary and secondary age students in a credentialed teaching position.

The Certificate of Achievement Child Development Language Literacy meets the coursework requirement for the California Child Development Teacher (or Master Teacher) permit issued by the California Commission on Teacher Credentialing for employment in Public School Programs (Title 5) and for employment in community care facilities under Title 22 of the California State Department of Social Services. Additionally, a number of courses (1-99) meet General Education requirements for the Associate in Science Degree and Associate of Science-Transfer Degree. Completion of the Associate in Science in Early Childhood Education for Transfer (AS-T) ensures transfer students will complete the lower division general education requirements as well as many lower division major requirements for a bachelor's degree in Child Development prior to transferring to a CSU.

Requirements for the Associate Teacher Child Development Permit\*:

Completion of 16 core units as follows: PSYC 021, CHDV 010, CHDV 015, CHDV 020, and CHDV 013A and 013AF. Completion of these courses with a C or better must be verified by official transcripts.

Requirements for the Teacher Child Development Permit\*:

Completion of the Certificate of Achievement requirements plus 16 additional general education units as follows: at least one course each in Humanities, Social Sciences, Math and/or Science, and English. Completion of these courses with a C or better must be verified by official transcripts.

Requirements for the Master Teacher Child Development Permit\*:

Completion of the Certificate of Achievement requirements plus 16 additional general education units as follows: at least one course each in Humanities, Social sciences, Math and/or Science, and English; completion of these courses with a C or better must be verified by official transcripts.

Requirements for the Site Supervisor Child Development Permit\*:

Completion of the Certificate of Achievement requirements including AA, CHDV 12A, Administration I: Programs, CHDV 12B, Administration II: Personnel and Leadership and CHDV 119, Child Development Mentor Teacher Practices. Completion of these courses with a C or better must be verified by official transcripts.

\*Permits are issued by the California Commission on Teacher Credentialing.

\*Depending on initial placement, students may be required to take additional English and ESL courses.

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

## Required Courses

### Year I

CHDV 010 – Principles and Practices of Teaching Young Children (3)

PSYC 021 – Developmental Psychology: The Child (3)

CHDV 118 – Language and Literacy in Early Childhood (3)

ENGL 100 – Reading and Writing Skills (4)

or

ENGL 001A – Reading and Composition (4)

or

ESL 033B – ESL Reading and Writing – Level 5 (4)

CHDV 013A – Practicum in Child Development-A (2)

CHDV 013AF – Field Practice in Child Development – A (2)

CHDV 015 – Child, Family and Community (3)

## Year II

CHDV 013B – Practicum in Child Development-B (2)  
CHDV 013BF – Field Practice in Child Development B (2)  
CHDV 016 – Health, Safety and Nutrition (3)  
CHDV 014 – Observation and Assessment of Young Children (3)  
ENGL 059 – Children's Literature (3)  
CHDV 020 – Introduction to Curriculum Planning (3)  
CHDV 017 – Teaching Children in a Diverse Society (3)

### Recommended Electives

CHDV 024B – Special Topics in Child Development-Curriculum (2)

Rationale: Per Advisory Committee recommendation from June 16, 2017 meeting, adding CHDV 017 to core requirements.

MODIFICATION – Add CHDV 017 – Effective Summer 2018  
CHILD DEVELOPMENT – SCIENCE & MATH INTEGRATION  
39 units

The field of child development/early childhood education studies involves the study of the developmental patterns and learning theories of children from birth to age twelve. The Certificate of Achievement Child Development Science and Math Integration prepares students to incorporate science, technology, engineering and mathematical (STEM) concepts into the classroom.

Professionals in this field invoke the term development as a way to understand the child's growth and learning and to inform practice. The Child Development (CHDV) discipline at Pasadena City College offers a curriculum that guides students on various pathways, which may include the attainment of a Transfer Degree (wherein, they can transfer to a 4-year institution and obtain advanced degrees), or an Associate of Science Degree, and/or a Certificate of Achievement in Child Development that will lead students to immediate career opportunities working with infants, toddlers, preschoolers, and children with special needs. Courses provide a theoretical foundation and prepare students for careers in Teaching in Early Care and Education schools such as infant, toddler, preschool, or Pre-K programs, Elementary Schools (public or private), Before-and After-school programs, Family Child Care Homes, General Education Settings including parks and recreation programs, Medical Centers/Hospitals as a Child Life Specialist, Private Households, non-profit and governmental agencies concerned with the welfare of children, and Social and Human Service programs. Child Development coursework can also lead to work with elementary and secondary age students in a credentialed teaching position.

The Certificate of Achievement Child Development Science and Math Integration meets the coursework requirement for the California Child Development Teacher (or Master Teacher) permit issued by the California Commission on Teacher Credentialing for employment in Public School Programs (Title 5) and for employment in community care facilities under Title 22 of the California State Department of Social Services. Additionally, a number of courses (1-99) meet General Education requirements for the Associate in Science Degree and Associate of Science-Transfer Degree. Completion of the Associate in Science in Early Childhood Education for Transfer (AS-T) ensures transfer students will complete the lower division general education requirements as well as many lower division major requirements for a bachelor's degree in Child Development prior to transferring to a 4-year institution.

Requirements for the Associate Teacher Child Development Permit\*:

Completion of 16 core units as follows: PSYC 021, CHDV 010, CHDV 015, CHDV 020, and CHDV 013A and 013AF. Completion of these courses with a C or better must be verified by official transcripts.

Requirements for the Teacher Child Development Permit\*:

Completion of the Certificate of Achievement requirements plus 16 additional general education units as follows: at least one course each in Humanities, Social Sciences, Math and/or Science, and English. Completion of these courses with a C or better must be verified by official transcripts.

Requirements for the Master Teacher Child Development Permit\*:

Completion of the Certificate of Achievement requirements plus 16 additional general education units as follows: at least one course each in Humanities, Social sciences, Math and/or Science, and English; completion of these courses with a C or better must be verified by official transcripts.

Requirements for the Site Supervisor Child Development Permit\*:

Completion of the Certificate of Achievement requirements including AA, CHDV 012A, Administration I: Programs, CHDV 012B, Administration II: Personnel and Leadership and CHDV 119, Child Development Mentor Teacher Practices. Completion of these courses with a C or better must be verified by official transcripts.

\*Permits are issued by the California Commission on Teacher Credentialing.

\*Depending on initial placement, students may be required to take additional English and ESL courses.

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

#### Required Courses

CHDV 010 – Principles and Practices of Teaching Young Children (3)

PSYC 021 – Developmental Psychology: The Child (3)

CHDV 013A – Practicum in Child Development-A (2)

CHDV 020 – Introduction to Curriculum Planning (3)

CHDV 016 – Health, Safety and Nutrition (3)

CHDV 014 – Observation and Assessment of Young Children (3)

CHDV 013B – Practicum in Child Development-B (2)

CHDV 013BF – Field Practice in Child Development B (2)

CHDV 015 – Child, Family and Community (3)

CHDV 025A – Early Childhood Education Stem A – Mathematics (3)

CHDV 025B – Early Childhood Stem – Science (3)

CHDV 013AF – Field Practice in Child Development – A (2)

CHDV 017 – Teaching Children in a Diverse Society (3)

ESL 033B – ESL Reading and Writing – Level 5 (4)

or

ENGL 001A – Reading and Composition (4)

or

ENGL 100 – Reading and Writing Skills (4)

#### Recommended Electives

CHDV 024B – Special Topics in Child Development-Curriculum (2)



Rationale: Per Advisory Committee recommendation from June 16, 2017 meeting, adding CHDV 017 to core requirements.

## MODIFICATION – Add CHDV 017 – Effective Summer 2018

### CHILD DEVELOPMENT – SPECIAL EDUCATION

41 units

The field of child development/early childhood education studies involves the study of the developmental patterns and learning theories of children from birth to age twelve. The study of Children with Special Needs fall within this discipline. The Certificate of Achievement Child Development Special Education prepares students to work with children with Special Needs in the 13 categorical areas as mandated by Federal Agencies.

Professionals in this field invoke the term development as a way to understand the child's growth and learning and to inform practice. The Child Development (CHDV) discipline at Pasadena City College offers a curriculum that guides students on various pathways, which may include the attainment of a Transfer Degree (wherein, they can transfer to a 4-year institution and obtain advanced degrees), or an Associate of Science Degree, and/or a Certificate of Achievement in Child Development that will lead students to immediate career opportunities working with infants, toddlers, preschoolers, and children with special needs. Courses provide a theoretical foundation and prepare students for careers in Teaching in Early Care and Education schools such as infant, toddler, preschool, or Pre-K programs, Elementary Schools (public or private), Before-and after-school programs, Family Child Care Homes, General Education Settings including parks and recreation programs, Medical Centers/Hospitals as a Child Life Specialist, Private Households, non-profit and governmental agencies concerned with the welfare of children, and Social and Human Service programs. Child Development coursework can also lead to work with elementary and secondary age students in a credentialed teaching position.

The Certificate of Achievement Child Development Special Education meets the coursework requirement for the California Child Development Teacher (or Master Teacher) permit issued by the California Commission on Teacher Credentialing for employment in Public School Programs (Title 5) and for employment in community care facilities under Title 22 of the California State Department of Social Services. Additionally, a number of courses meet General Education requirements for the Associate in Science Degree and Associate of Science-Transfer Degree. Completion of the Associate in Science in Early Childhood Education for Transfer (AS-T) ensures transfer students will complete the lower division general education requirements as well as many of the lower division major requirements for a bachelor's degree in Child Development prior to transferring to a CSU.

Requirements for the Associate Teacher Child Development Permit\*:

Completion of 16 core units as follows: PSYC 021, CHDV 010, CHDV 015, CHDV 020, and CHDV 013A and 013AF. Completion of these courses with a C or better must be verified by official transcripts.

Requirements for the Teacher Child Development Permit\*:

Completion of the Certificate of Achievement requirements plus 16 additional general education units as follows: at least one course each in Humanities, Social Sciences, Math and/or Science, and English. Completion of these courses with a C or better must be verified by official transcripts.

Requirements for the Master Teacher Child Development Permit\*:

Completion of the Certificate of Achievement requirements plus 16 additional general education units as follows: at least one course each in Humanities, Social sciences, Math and/or Science, and English; completion of these courses with a C or better must be verified by official transcripts.

\*Permits are issued by the California Commission on Teacher Credentialing.

\*Depending on initial placement, students may be required to take additional English and ESL courses.

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

#### Required Courses

CHDV 010 – Principles and Practices of Teaching Young Children (3)

PSYC 021 – Developmental Psychology: The Child (3)

CHDV 013A – Practicum in Child Development-A (2)

CHDV 013AF – Field Practice in Child Development – A (2)

CHDV 020 – Introduction to Curriculum Planning (3)

CHDV 015 – Child, Family and Community (3)

CHDV 016 – Health, Safety and Nutrition (3)

CHDV 014 – Observation and Assessment of Young Children (3)

CHDV 030 – Introduction to Children with Special Needs (3)

CHDV 035 – Introduction to Curriculum and Strategies for Children with Special Needs (3)

CHDV 105 – Children with Challenging Behaviors (3)

CHDV 122 – Practicum in Early Intervention/Special Education (2)

CHDV 122F – Field Practice in Early Intervention/Special Education (1)

or

ENGL 100 – Reading and Writing Skills (4)

or

ENGL 001A – Reading and Composition (4)

or

ESL 033B – ESL Reading and Writing – Level 5 (4)

CHDV 017 – Teaching Children in a Diverse Society (3)

#### Recommended Electives

CHDV 024D – Special Topics in Child Development-Working with Parents (2)

Rationale: Per Advisory Committee recommendation from June 16, 2017 meeting, adding CHDV 017 to core requirements.

#### MODIFICATION – Units – Effective Summer 2018

##### ELEMENTARY TEACHER EDUCATION

59-60 units

The Associate in Arts in Elementary Teacher Education for Transfer Degree is designed for future elementary or special education teachers. The study of Education prepares students to take leadership roles in strengthening schools, advancing research and scholarship, and improving education policy. The AA-T in Elementary Teacher Education fosters exploration of a broad range of topics in the field of education and provides a strong foundation for students who aspire to become teachers in Pre K-12 schools or college and offers preparation for aspiring teachers who are considering Credential Programs. Credential programs prepare students to become professional educators, integrating the tools of theory and research to improve classroom practice. The AA-T degree in Elementary Teacher Education prepares future elementary or special education teachers.

Completion of an approved California community college Associate in Arts degree in Elementary Teacher Education will satisfy CSU's Liberal Studies B.A. degree major preparation courses at several schools. Or, students may prepare for the Child Development major at various CSU schools. Students may also prepare for

the Urban Learning or Mexican American Studies majors at CSULA and for the Gender, Ethnicity, and Multicultural Studies major at Cal Poly – Pomona.

The Associate in Arts for Transfer Degree in Elementary Teacher Education will be awarded upon completion of coursework totaling 60 California State University (CSU) transferable units including the above major requirements with a minimum grade point average of 2.0. All courses in the AA-T in Elementary Teacher Education must be completed with a grade of “C” or better. (Students completing this degree are not required to fulfill additional local graduation requirements.)

#### Associate in Arts in Elementary Teacher Education for Transfer Degree

#### REQUIRED CORE: 44 UNITS

BIOL 011 or 011H – General Biology (4)  
EDUC 013 – Teacher Preparation Foundations and Field Experience (3)  
ENGL 001A or 001H or 001AS – Reading and Composition (4)  
ENGL 001B or 001BH – Reading and Composition (4)  
GEOG 003 – World Regional Geography (3)  
GEOL 003 – Earth and Space Science (4)  
HIST 002A – History of World Civilizations to 1500 (3)  
HIST 007A – United States History to 1876 (3)  
MATH 038 – Foundations of Elementary School Mathematics (3)  
PHSC 003 – Physical Sciences (3)  
and PHSC 003L – Laboratory for Physical Sciences (1)  
POLS 001 – Introduction to American Government and Politics (3)  
PSYC 021 or 021H – Developmental Psychology: The Child (3)  
SPCH 001 – Fundamentals of Speech (3)  
or SPCH 001H – Honors Fundamentals of Speech (3)

#### LIST A: SELECT 1 COURSE FROM THE FOLLOWING: (3-4 UNITS)

ENGL 001C or 001CH – Intermediate Composition- Critical Thinking (4)  
PHIL 025 – Introduction to Critical Thinking (3)  
PHSC 002 – Scientific Method as Critical Thinking (3)  
SPCH 012 – Argumentation and Critical Thinking (3)

#### LIST B: SELECT ONE COURSE FROM BELOW (3 UNITS)

ART 001A – History of Western Art (3)  
ART 001B – History of Western Art (3)  
ART 003A – History of Asian Art (3)  
ART 003B – History of Asian Art (3)  
ART 005 – Art Fundamentals (3)  
DANC 021A – Dance History: Cultural and Social Heritage (3)  
DANC 021B – Dance History: Spectacle and Performance Art (3)  
MUSC 021 – Music Appreciation (3)  
THRT 001 – Introduction to Theatre (3)

#### LIST C: SELECT UP TO 9 ADDITIONAL UNITS

Any course(s) not selected above, and/or any courses chosen from the following lists. The lists have been developed with the intent of preparing students to enter a Multiple Subject Teaching Credential program and to take the California Subject Examination for Teachers (CSET) and the California Basic Educational Skills Test (CBEST).

For the Liberal Studies major at CSULA, CSUN, CSUF, CSULB, or CPP, and/or the Urban Learning major at CSULA:

Consult with Assist.org for the listing appropriate for the specific school.

ENGL 005A – Creative Writing (3)  
ENGL 030A – American Literature (3)  
ENGL 030B – American Literature (3)  
ENGL 030C – American Literature (3)  
ENGL 044B – World Literature: 1500–1800 A.D. (3)  
ENGL 044C – World Literature: 1800–Mid 20TH Century (3)  
ENGL 046A – English Literature (3)  
ENGL 046B – English Literature (3)  
ENGL 059 – Children's Literature (3)  
HIST 008 – History of California (3)  
HIST 002B – History of World Civilizations from 1500 (3)  
HIST 007B – United States History from 1876 (3)  
HUM 001 – Introduction to Humanities (3)  
LING 010 or ENGL 010 – Introduction to Linguistics (3)  
PHIL 001 or 001H – Introduction to Philosophy (3)  
RELG 001 – Religious Studies (3)  
THRT 005A – Theatre History I (3)  
THRT 005B – Theatre History II (3)

For the Child Development major at CSULA, CSUN, CSUF, CSULB, or CPP:  
Consult with Assist.org for the listing appropriate for the specific school.

ANTH 002 – Cultural Anthropology (3)  
CHDV 010 – Principles and Practices of Teaching Young Children (3)  
CHDV 011 – Infant and Toddler Development (3)  
CHDV 013A – Practicum in Child Development – A (2)  
and CHDV 013AF – Field Practice in Child Development – A (2)  
CHDV 013B – Practicum in Child Development – B (2)  
and CHDV 013BF – Field Practice in Child Development – B (2)  
CHDV 014 – Observation and Assessment of Young Children (3)  
CHDV 015 – Child, Family, and Community (3)  
CHDV 016 – Health, Safety, and Nutrition (3)  
CHDV 017 – Teaching Children in a Diverse Society (3)  
CHDV 020 – Introduction to Curriculum Planning (3)  
ENGL 059 – Children's Literature (3)  
HED 044 – Health Education (3)  
NUTR 011 – Human Nutrition (3)  
PSYC 001 or 001H – Introductory Psychology (3)  
STAT 018 – Statistics for Behavioral and Social Sciences (4)  
or STAT 050 – Elementary Statistics (4)

For the Mexican American Studies major at CSULA:

(Information derived from Assist.org )

ENGL 047 – Mexican and Chicano Literature (3)

HIST 031 – History of Mexican Americans in the United States (3)

SOC 031 – Chicano Sociology (3)

SPAN 012 – Spanish Literature in Translation (3)

For the Gender, Ethnicity, and Multicultural Studies major at Cal Poly-Pomona:

(Information derived from Assist.org )

ANTH 031 – Mexican and Chicano Culture (3)

ENGL 044B – World Literature: 1500–1800 A.D. (3)

ENGL 044C – World Literature: 1800–Mid 20TH Century (3)

ENGL 057 – Modern Drama (3)

ENGL 061 – Introduction to the Novel (3)

GEOG 002 – Cultural Geography (3)

HIST 002B – History of World Civilizations from 1500 (3)

HIST 007B – United States History from 1876 (3)

HIST 012 – The North American Indian (3)

HIST 029A – African American History to 1865 (3)

HIST 029B – African American History from 1865 (3)

HIST 031 – History of Mexican Americans in the United States (3)

HIST 041 – History of Asian Pacific Americans (3)

MUSC 023 – Music Cultures of the World (3)

PHIL 001 or 001H – Introduction to Philosophy (3)

RELG 002 – Comparative Religions: Far East (3)

SOC 014 – Introduction to Ethnic Studies (3)

SOC 029 – Sociology of the African–American (3)

THRT 001 – Introduction to Theatre (3)

REQUIRED SUBTOTAL.....59 – 60

DEGREE TOTAL ..... 60

## **VISUAL ARTS AND MEDIA STUDIES DIVISION**

ADDITION – (formerly numbered ART 158) – Effective Summer 2018

ART 059 CREATIVE CODING FOR THE INTERNET

3 units

Exploration of the creative potential of computer programming for the Internet using JavaScript, its use, and cultural implications in the context of art and design. Fundamentals of programming (variables, conditionals, iteration, functions, and objects). Covers generative drawing, 3D graphics, sound, and virtual reality in a variety of design projects specifically for web-based and mobile output. Geared toward students who would like to explore computer programming in an art and design context. Total of 36 hours lecture and 72 hours laboratory.

Transfer Credit: CSU; UC credit under review.

Grade Mode: L

Rationale: Changing name, updating description and number of course to be a part of the Creative Coding series. Previous course number was ART 158. Moving from stand-alone to lower-division course. To do this, the course is being redesigned with UC transfer in mind. This means transitioning from a solely vocational focus to an academic one. The course will retain its vocational relevance, but add the necessary historical, theoretical, and conceptual content to make it academically rigorous. Changing course content to revolve around using p5.js API as a way to more effectively teach JavaScript to art students. Incorporating virtual reality. Submitting Form B and Form D. Fixed TOP Code from Commercial Art to the correct Digital Media – Website Design and Development code. Updated books with latest materials. Update SLOs, SPOs, and CCOs to reflect the update of the course to a new model emphasizing creative coding over traditional web development. The knowledge acquired remains the same (JavaScript). The educational methods and textbooks are more art-based. Updated catalog description.

#### ART 085A 3D MODELING & SCULPTING

3 units

Covers three-dimensional modeling, sculpting, rendering, 3D Printing using industry-standard tools and methods. Topics include modeling with polygons, modeling with NURBs surfaces, materials, textures, lighting, and rendering. Principles of digital sculpting and methods to optimize projects for 2D and 3D printing. Total of 36 hours lecture and 72 hours laboratory. Transfer Credit: CSU; UC credit under review.

Grade Mode: L

Rationale: Changing course from non-transferable level to transferable level (from 155A). Identified comparable lower-division courses at four-year universities. Removing prerequisites. Removed ART 056, moved ART 056 to recommended preparation. Removed Art 032A from recommended prep. Updated Textbooks to current publications. Fixed TOP code. Was categorized as Commercial Art. Wasn't using the correct Digital Media - Animation code. Course title change (removed hyphen) add ampersand. Revised catalog description per Pre-Technical Review suggestions.

#### ART 085B 3D ANIMATION & SIMULATIONS

3 units

Introduction to time-based three-dimensional design and dynamic simulations. Animation, motion graphics, and dynamic effects using industry-standard tools and methods. Topics include basic rigging, animation, camera motions, paint effects, procedural animation, and dynamic simulations. Methods for post-production and output to video. Total of 36 hours lecture and 72 hours laboratory.

Transfer Credit: CSU; UC credit under review.

Grade Mode: L

Rationale: Changing course from non-transferable level to transferable level (formerly ART 155B). Identified comparable lower-division courses at four-year universities. Removing prerequisites (remove ART 056; remove recommended prep of ART 155A, 070, 057). Updated Textbooks to current publications. Fixed TOP code. Was categorized as Commercial Art. Not using the correct Digital Media - Animation code. MOIs modified.

MODIFICATION – Title, MOIs, MOEs, TOP code, SAM code, update Distance Education – Effective Summer 2018

#### ART 056 INTRODUCTION TO DIGITAL PAINTING & DRAWING

3 units

Introduction to fundamental concepts, practices, and theories of digital art production. Topics include integration of traditional design, and compositional principles with contemporary digital tools. Total of 36 hours lecture and 72 hours laboratory.

Transfer Credit: CSU; UC \*C-ID: ARTS 250

Grade Mode: L, P

Rationale: Changing TOP Code from Graphic Art to Digital Media – Computer Graphics and Digital Imagery. Change SAM code. Modify MOIs and MOEs. Change title (AND -> ampersand).

MODIFICATION – SLOs, SPOs, CCOs, assignment, MOIs, MOEs, catalog description, texts, TOP code – Effective Summer 2018

#### ART 057 MOTION GRAPHICS

3 units

Exploration of experimental and new technological approaches to creating original 2D and 3D time-based visual imagery for use in design, fine arts, animation, and interactive media. Introduction to the integration of sound, graphics, video, and text. Exploration of motion design and dynamic storytelling to create movies, animation, and professional special effects for digital output. No credit if taken after ART 156. Total of 36 hours lecture and 72 hours laboratory.

Transfer Credit: CSU; UC

Grade Mode: L

Rationale: Updated TOP Code from general Digital Media to Digital Media – Multimedia. Added EMP numbers. Revised SLO's SPO's to fit current requirements. Revised CCOs, MOIs, MOEs. Assignments Changed and Revised Books Updated catalog description to include 2D and 3D software modalities. Updated course based on Technical Review feedback. Addressed feedback about SLOs, SPOs, MOEs, and MOI.

MODIFICATION – SLOs, SPOs, CCOs, MOIs, MOEs, catalog description, prereqs (remove all), texts, TOP code, addition of Distance Education – Effective Summer 2018

#### ART 060 CREATIVE CODING

3 units

Exploration of the creative potential of computer programming using Processing and Java. Teaches the use, and cultural implications of code in the context of art and design. Fundamentals of programming (variables, conditionals, iteration, functions, and objects). Covers generative drawing, image processing, 3D graphics, data parsing, computer vision in a variety of art and design-oriented projects, media outputs and fabrications. For students who would like to explore computer programming in an art and design context. Total of 36 hours lecture and 72 hours laboratory.

Transfer Credit: CSU; UC

Grade Mode: L

Rationale: Removing prerequisites to aid in enrollment and remove administrative barriers for students who wish to explore computer programming as it relates to art and design. Removed ART 056, 040, PHOT 030 as prereqs. Adding distance and hybrid options with Form D to expand availability, and accessibility. Revised books to reflect how the course is currently taught. Revised TOP code to the more specific Digital Media – Multimedia code. Revised Catalog description. Modifications to SLOs, SPOs, CCOs, MOEs and MOIs. Added a target audience to the catalog description.

MODIFICATION – Catalog description, prereqs (remove all), TOP code, addition of Distance Education – Effective Summer 2018

#### ART 061 CREATIVE CODING FOR MOBILE DEVICES

3 units

Exploration of the creative potential of computer programming for mobile devices using Apple's Swift programming language. Teaches the use and cultural implications of code in the context of art and design. Fundamentals of programming (variables, conditionals, iteration, functions, and objects). Covers touch-based

interfaces, generative drawing, image processing, 3D graphics, data parsing, computer vision in a variety of art and design-oriented projects, media outputs and fabrications. Geared toward students who would like to explore computer programming in an art and design context. Total of 36 hours lecture and 72 hours laboratory.

Transfer Credit: CSU; UC credit under review.

Grade Mode: L

Rationale: Removing prerequisites to aid in enrollment and remove administrative barriers for students who wish to explore computer programming as it relates to art and design. Adding distance and hybrid options with Form D to expand availability, and accessibility. TOP code change. Updated catalog description.

MODIFICATION – SLOs, SPOs, CCOs, MOIs, MOEs, assignment, catalog description, texts, TOP code – Effective Summer 2018

#### ART 064 INTRODUCTION TO INTERACTION DESIGN

3 units

Introduction to human-computer interaction, interface design, and interactive and time-based media for designers. Overview of foundational interaction design concepts such as human factors, perception, cognition, research techniques, and design methods for the design of user experiences & interaction. A survey of interactive products, systems, interfaces and technology (software and hardware), constraints and trajectories for future developments and how these frame Interaction Design and production. Workflow, planning and organization of prototyping in Interaction Design. No credit if taken after ART 154. Total of 36 hours lecture and 72 hours laboratory.

Transfer Credit: CSU; UC

Grade Mode: L

Rationale: TOP Code is incorrect. Moving from the incorrect Commercial Art to the correct Digital Media - Multimedia Code. Added EMP numbers. Rewrote course SLOs, SPOs, CCOs, MOI, MOE, and assignment to reflect how the course is currently being taught. Updated all textbooks.

MODIFICATION – Title, SLOs, SPOs, CCOs, MOIs, MOEs, assignment, catalog description, texts, TOP code – Effective Summer 2018

#### ART 098 WEB DESIGN & DEVELOPMENT

3 units

Covers design and creation of websites. Exploration of usability, interface, navigation, and information design as well as creation of dynamic content in websites. Use of HTML, CSS, CMS's, and PHP/MySQL to explore simple to complex interactive projects for the Web. Creation of a professional website designed in an interdisciplinary team environment. Emphasis on project management and conceptual skills that comprise well-designed websites; an interdisciplinary course. No credit if taken after ART 198. Total of 36 hours lecture and 72 hours laboratory.

Transfer Credit: CSU; UC

Grade Mode: L

Rationale: Fixing incorrect TOP Code. This should be categorized under Digital Media - Website Design & Development, not Graphic Arts. Title change to include ampersand, remove AND. Updated textbooks to reflect current teaching. Updated SLOs, SPOs, CCOs, MOE, MOI, etc. Modified catalog description by removing repetitive "Introduction to" language.

MODIFICATION – Title, courses – Effective Summer 2018

#### DIGITAL MEDIA – ANIMATION & MOTION ARTS

21 units



The curriculum prepares students with entry-level skills in animation and motion arts to seek employment in a variety of fields including entertainment, game design, the web, advertising, broadcasting, social media, and mobile apps. Using industry-standard 2-D and 3-D design and animation technologies, students develop a professional process for the creative expression of animation and visual storytelling. Projects employ effective communication strategies using visual and cinematic language. Emphasis on independent practices and creative leadership. Students completing this program will develop an online portfolio and participate in an advanced team project.

All courses in this certificate require literacy and proficiency in writing and math. Projects require written, oral, and visual presentations as well as the application of basic math principles and skills.

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 (21 units)

ART 056 – Introduction to Digital Painting & Drawing (3)

ART 057 – Motion Graphics (3)

or

ART 080 – Foundations of Interactive Game Design (3)

ART 070 – Principles of Animation (3)

ART 180 – Digital Media Incubator (3)

Options for 3d Animation

ART 085A – 3D Modeling & Sculpting (3)

or

ART 155A – 3-D Modeling and Sculpting (3)

ART 085B – 3D Animation & Simulations (3)

or

ART 155B – 3-D Animation and Simulations (3)

ART 081 – Game Design with Game Engines (3)

Options for Illustration & 2d Animation

ART 052A – Introduction to Illustration (3)

ART 052B – Advanced Illustration (3)

ART 012A – Beginning Life Drawing (3)

Options for Interactive Animation

ART 064 – Introduction to Interaction Design (3)

ART 081 – Game Design with Game Engines (3)

ART 060 – Creative Coding (3)

Recommended Electives

ART 011A – Foundation Drawing (3)

ART 031A – Color and Composition-Two Dimensional Design (3)

ART 015 – Sketching for Design (3)

TVR 019 – Introduction to Media Aesthetics and Cinematic Arts (3)

TVR 002A – Beginning Audio Production (3)

PHOT 030 – Introduction to Digital Image Editing (3)

ART 050A – Introduction to Graphic Design & Advertising (3)  
CINE 026A – Beginning Electronic Filmmaking (3)  
ART 098 – Web Design & Development (3)  
ART 059 – Creative Coding for the Internet (3)  
ART 061 – Creative Coding for Mobile Devices (3)

Rationale: Updating with new course numbers, and the addition of a new course. Changing all "ands" to &'s to have a consistent style throughout all of our certificates. All else remains the same. Name changed as a result of meeting with the LAOCRC. This certificate creates a track for students seeking to develop highly employable digital skills in this field, a growth industry in the Southern California, a global hub for Animation and related technologies.

ADDITION – Effective Summer 2018

DIGITAL MEDIA – INTERACTIVE ART & DESIGN

21 units

This curriculum prepares students with entry-level skills in interactive forms of art and design to seek employment in a variety of fields including web design, interaction design, graphic design, game design, creative technology, entertainment, and mobile apps. Students learn industry standard skills and apply them using professional project management workflows. Projects employ effective communication strategies using visual and cinematic language. Emphasis on independent practices and creative leadership. Students completing this program will develop an online portfolio and participate in an advanced team project. Required: Students must select 3 courses (9 units) from any of the emphases to complete the certificate.

All courses in this certificate require literacy and proficiency in writing and math. Projects require written, oral, and visual presentations as well as the application of basic math principles and skills.

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

Required units for the Certificate of Achievement (21 units):

ART 056 – Introduction to Digital Painting & Drawing (3)

ART 057 – Motion Graphics (3)

or

ART 085A – 3D Modeling & Sculpting (3)

or

ART 155A – 3-D Modeling and Sculpting (3)

ART 070 – Principles of Animation (3)

ART 180 – Digital Media Incubator (3)

Options for Web Design & Development

ART 098 – Web Design & Development (3)

ART 064 – Introduction to Interaction Design (3)

ART 059 – Creative Coding For the Internet (3)

Options for Interaction Design & User Experience

ART 063 – User Experience Design (UX) (3.5)

ART 064 – Introduction to Interaction Design (3)

ART 061 – Creative Coding For Mobile Devices (3)

Options for Game Design & Development

ART 080 – Foundations of Interactive Game Design (3)

ART 081 – Game Design with Game Engines (3)

ART 085B – 3D Animation & Simulations (3)

or

ART 155B – 3-D Animation and Simulations (3)

Options for Creative Coding ART 060 – Creative Coding (3)

ART 061 – Creative Coding For Mobile Devices (3)

ART 062 – Physical Computing For Art & Design (3)

Rationale: Interactive Art & Design is a high tech creative field that is growing in importance and offers the opportunity for students to engage with the latest in technology to succeed in a rapidly changing marketplace. This certificate is designed to feed directly into the growing tech sector in the Greater Los Angeles Area. In this certificate we not only acknowledge the rising importance of the STEMs, but we believe in the additional A in the growing STEAM movement that includes arts education with science and tech.

These skills are highly employable and interdisciplinary, which opens doors to new opportunities that students may not be aware of as they progress through the certificate.

The most unique aspect of the certificate is its emphasis on coding and basic electronics skills for artists and designers. Community college art and design students in the region have not traditionally had access to a program that teaches them the coding and basic electronics skills to be competitive in the latest digital media jobs. These skills are essential for our students to be competitive in the growing high tech employment sector (Information & Communications Technology/Digital Media or ICT-DM). This sector is a priority sector for the state and is predicted to grow 5% by 2018 according to LMI data provided by PCC's Office of Institutional Effectiveness. According to the Otis Report 8.4% of all jobs in the Greater Los Angeles Area are creative jobs and predicts growth for the sector:

“Over the period 2014 to 2019, wage and salary employment in Los Angeles County is expected to grow by 4.5% and in Orange County by 8.0%. However, the LAEDC projects creative industry employment will grow faster over that period in both counties. Creative employment is expected to increase by 7.0% in Los Angeles County from 360,300 wage and salary jobs in 2014 to 385,400 in 2019.” 2015 Otis Report.

According to the Los Angeles Economic Development Corporation, a non-profit advocacy group, high tech jobs account for 9 percent of all employment and 17 percent of all payroll wages in the Los Angeles area. Wages are, on average, 70 percent higher in high tech jobs than in other industries.

MODIFICATION – Title, Course (ART 098) – Effective Summer 2018

DIGITAL MEDIA – WEB DESIGN & DEVELOPMENT

18.5 units

This one-year intermediate to advanced certificate in Digital Media – Web Design and Development prepares the student for entry level positions in web design and development, front-end web and mobile application design, interaction design or UX (User Experience) design. The program stresses visual design thinking processes as well as the professional and production methods used currently in industry.

Projects will encompass content management, user interface, interactive behaviors, information design, web and mobile application tools, programming, and selection of appropriate form factors for user experiences in the Internet.

Students completing this program will develop an online portfolio as well as participate in an advanced team project.

All courses in this certificate require literacy and proficiency in writing and math. Projects require written, oral, and visual presentations as well as the application of basic math principles and skills.

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 (18.5 units):

### Recommended Sequence

#### Semester I

ART 056 – Introduction to Digital Painting & Drawing (3)

ART 057 – Motion Graphics (3)

or

ART 085A – 3D Modeling & Sculpting (3)

or

ART 155A – 3-D Modeling and Sculpting (3)

ART 098 – Web Design & Development (3)

#### Semester II

ART 064 – Introduction to Interaction Design (3)

ART 063 – User Experience Design (UX) (3.5)

ART 059 – Creative Coding for the Internet (3)

### Recommended Electives

PHOT 031 – Beginning Digital Photography (3)

ART 050A – Introduction to Graphic Design & Advertising (3)

ART 050B – Intermediate Graphic Design & Advertising (3)

PHOT 136 – Video for Photographers (3)

Rationale: Reasoning for reintroduction: Last year we introduced larger, broader, more flexible certificates. In the next few years we will be introducing smaller, more specific certificates to fill out the Digital Media offerings. Students can get the more customizable, broader certificates, or they can follow a specific transcriptable path. Often they will be able to get multiple certificates upon completion or transfer from PCC.

A note about the name: Digital Media is inherently interdisciplinary. We offer coding courses and the word "development" is a necessary component to what we do. Our students are simultaneously artists/designers and developers. In practice, and in industry, it is not possible to separate front-end web-development from design. Our students need both skills and our curriculum is designed to address this need. We start with HTML and CSS, but we do this from a compositional/design perspective. For this reason, we have chosen the name "Web Design & Development." One of the foundation courses in this certificate is also ART 098 – Web Design & Development. The course description emphasizes that this is \*front-end\* as opposed to the kind of \*back-end\* skills a student might learn in a CIS or CS course. This certificate does not duplicate, but rather acknowledges the current state of Design/Development skills that Digital Media students need to succeed.

MODIFICATION – Course number change (ART 085A) – Effective Summer 2018

### CINEMA – CINEMATOGRAPHY

15 units

The curriculum prepares students for entry-level employment in motion picture camera crews for dramatic, documentary, advertising, or industrial films. The program introduces students to the responsibilities of, and skills needed for the Director of Photography, Camera Operator and Camera Assistants. Emphasis is placed on understanding cinematography as a part of a holistic approach to filmmaking.

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

### Required Courses

PHOT 026A – Beginning Electronic Filmmaking (3)  
PHOT 027 – Cinematography (3)  
PHOT 026B – Intermediate Filmmaking--Electronic (3)  
PHOT 126 – Digital Film Narrative (3)  
PHOT 127 – Advanced Cinematography (3)

### Recommended Electives

PHOT 021 – Introduction to Black and White Photography (3)  
PHOT 026C – Advanced Filmmaking (3)  
PHOT 025 – Film Art (3)  
PHOT 030 – Introduction to Digital Image Editing (3)  
THRT 007A – Early Film History (3)  
THRT 007B – Contemporary Film History (3)  
ART 057 – Motion Graphics (3)  
ART 011A – Foundation Drawing (3)  
ART 015 – Sketching For Design (3)  
ART 085A – 3D Modeling & Sculpting (3)  
or  
ART 155A – 3-D Modeling and Sculpting (3)

Rationale: Updating the certificate to swap out a course we are transitioning to lower-division from standalone. The course is an elective on this certificate so this change is very minor. That is the only change to this certificate. ART 155A has changed to ART 85A on the list of recommended courses. Added an OR so that students with 155A is still considered a recommended elective.

MODIFICATION – Course number change (ART 085A) – Effective Summer 2018

### PRODUCT DESIGN – TECHNOLOGY

36 units

The program prepares students with an interest and strengths in technology with a portfolio to enter the product design profession as an entry-level designer. The courses develop a focused range of knowledge and skills to seek employment as a product designer with an emphasis on production. Projects emphasize creativity, function, environmental, and social concerns in addition to technical skills.

Portfolios can also be used for transfer application.

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

### Semester I

ART 015 – Sketching For Design (3)  
ART 016 – Perspective (3)  
ART 031A – Color and Composition-Two Dimensional Design (3)

### Semester II

ART 018 – Rendering (3)  
ART 033A – Product Design Application (3)  
DT 008A – Introduction to Digital Design and Fabrication (3)

### Semester III

ART 033B – Product Design Application (3)

DT 017 – Building Construction Technical Graphics (3)

PHOT 030 – Introduction to Digital Image Editing (3)

### Semester IV

ART 033C – Product Design Application (3)

ART 085A – 3D Modeling & Sculpting (3)

or

ART 155A – 3-D Modeling and Sculpting (3)

ARCH 010A – Architectural Design Fundamentals (3)

### Recommended Electives

ART 001A – History of Western Art – Prehistoric Through Medieval (3)

ART 011A – Foundation Drawing (3)

PHOT 021 – Introduction to Black and White Photography (3)

Rationale: Updating the certificate to include a Digital Media course we are transitioning to lower-division from standalone. The course is a required course on this certificate in Semester IV and course cancellations were preventing some students from getting this certificate. This change is very minor, but should help with completions. That is the only change to this certificate. ART 155A has changed to ART 85A in Semester IV. Added an OR so that students with 155A can still get the certificate after 085A is introduced.