GUIDELINES FOR PUBLIC PARTICIPATION IN BOARD OF TRUSTEES MEETINGS

The following instructions are intended as a guide for members of the public who wish to address the Board of Trustees. These guidelines are in the interest of giving the Board a fair opportunity to hear a diversity of viewpoints.

1. **Oral Communications from the Public (Items Not Listed on the Agenda)**

You are asked to sign up at the beginning of the meeting, using the form provided at the entrance to the Board Room, but you are not required to do so. The completed form should be submitted to the Board Clerk. When you make your presentation, approach the podium, wait to be recognized by the President of the Board, and identify yourself and the topic you wish to discuss. Limit your presentation to three (3) minutes.

2. **Public Discussion (Items Listed on the Agenda)**

We welcome comments from the public specific to items that are part of the Board agenda for that meeting. In fairness to those who wish to speak and as a courtesy to those who have come to listen, we request that you adhere to the following guidelines. If you wish to speak, you are asked to provide a completed form to the Board Clerk, but you are not required to do so. When the Board President opens an item for discussion and calls for speakers, approach the podium, identify yourself, and limit your presentation to three (3) minutes. If you wish to give an opinion which has already been expressed by others, please do not be repetitive. The President may impose additional time limitations on any major discussions involving multiple speakers.

**ADJOURNMENT TIME**

Pursuant to District Policy, Regular Board meetings will be adjourned not later than 11:00 p.m. unless continued by a majority vote of the Board members present.

**DOCUMENTS PROVIDED TO THE BOARD OF TRUSTEES**

In accordance with the Ralph M. Brown Act, copies of the staff reports and other materials provided to the Board of Trustees in connection with this agenda are available in the Chancellor’s Office, 14000 Fruitvale Avenue, Saratoga, CA, 95070, at the time they are distributed to the Board.

In compliance with the Americans with Disabilities Act, individuals needing special accommodations should contact the Chancellor’s Office at 408-741-2011. Notification 24 hours prior to the meeting will allow the District to make reasonable arrangements to ensure accessibility.

(A) = Action    (I) = Information
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1.0 CALL TO ORDER – PUBLIC SESSION

1.1 ROLL CALL

1.2 ORAL COMMUNICATION FROM THE PUBLIC ON CLOSED SESSION AGENDA
Members of the audience may address the Board on any item listed on the Closed Session agenda. Comments will be limited to three (3) minutes per agenda item, with a total of fifteen (15) minutes of public comment on an item unless waived by the Board.

2.0 ADJOURN TO CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL [Pursuant to Gov. Code, § 54956.9(d)(2)]
Existing Litigation - One Matter: CEA Classification Grievance.

DIRECTION TO LABOR NEGOTIATORS (Government Code 54957.6)
Provide Direction to Associate Vice Chancellor of Human Resources, Albert Moore, and Chancellor Bradley Davis, District-designated representatives, regarding negotiations with WVMFT/AFT Local 6554, WVMCEA, Teamsters, and POA; and to Chancellor Bradley Davis regarding unrepresented groups.

3.0 RECONVENE PUBLIC SESSION

3.1 PLEDGE OF ALLEGIANCE

3.2 REPORT OF CLOSED SESSION ACTION

3.3 APPROVAL OF THE ORDER OF THE AGENDA

3.4 APPROVAL OF THE MINUTES
Approval of the minutes of the December 10, 2019, Board of Trustees Meeting, the December 10, 2019, Financing Corporation Meeting, and the January 21, 2020, Board of Trustees meeting. The unapproved minutes will be distributed as a separate document. The approved minutes will be reprinted in their entirety in the February 18, 2020, Board of Trustee agenda packet.
3.5 PRESENTATIONS/RECOGNITIONS

California Schools and Local Communities Funding Act of 2020
Larry Stone, Santa Clara County Assessor, will provide information on the ‘California Schools and Local Communities Funding Act of 2020,’ a constitutional initiative commonly known as the ‘Split Roll Measure,’ that will be on the November 2020 ballot.

Educational and Student Services Presentation:

FY 2019/2020 Budget Workshop
Ngoc Chim, Associate Vice Chancellor of Finance and Administration, will provide an overview of and discuss the 2019/2020 Budget.

3.6 ORAL COMMUNICATIONS FROM THE PUBLIC
This portion of the meeting is reserved for persons desiring to address the Board on any matter not on the agenda. No action will be taken.

Public comments on items on the agenda will be taken at the time the item is discussed by the Board.

3.7 WRITTEN COMMUNICATIONS FROM THE PUBLIC

4.0 UNFINISHED BUSINESS- There is none.

APPROVAL OF CONSENT AGENDA ACTION ITEMS

Action items will be acted upon in one motion unless they are removed from the Consent Agenda. Information items will not be discussed unless they are removed from the Consent Agenda.

5.0 COLLEGE PROGRAMS AND SERVICES – Consent Agenda

5.1 CONSIDER APPROVAL OF CURRICULUM CHANGES AT WEST VALLEY COLLEGE
Recommendation: That the Board of Trustees approve the curriculum changes at West Valley College as presented.

5.2 CONSIDER APPROVAL OF CURRICULUM CHANGES AT MISSION COLLEGE
Recommendation: That the Board of Trustees approve the curriculum changes at Mission College as presented.

5.3 PURCHASE ORDER INCREASE UPLIFT FAMILY SERVICES
Recommendation: That the Board of Trustees authorize a purchase order increase from $85,164 to $150,000 for training under the Title IV-E Contract.
6.0 HUMAN RESOURCES – Consent Agenda

6.1 PERSONNEL TRANSACTIONS TO BE ACTED UPON BY THE BOARD OF TRUSTEES

Recommendation:
That the Board of Trustees approve the listed items.

I. Appointment(s)
   Classifed
   a. Gina Venn, Purchasing Assistant, WVMCEA Unit, Range 55 ($4,721.92-$6,185.17), Purchasing department, West Valley-Mission Community College District, 100% full-time, 12 months per year; effective February 10, 2020. Position ID# DC1015. Fund 110-General Fund.

II. Interim Appointment(s)
   Temporary Academic
   a. Jose Manzo, temporary appointment, Spring 2020 semester, EOPS Counselor, Mission College, 100% of full time, 11 months per year, effective January 1, 2020, through June 30, 2020. Position ID# MFN007. Fund 110-General Fund (0.50) and Fund 133-State Categorical Program Fund (0.50).

6.1 Personnel Transactions

6.2 TEAMSTERS LOCAL 856 (SUPERVISORS UNIT) INITIAL PROPOSALS FOR RE-OPENER NEGOTIATIONS WITH WEST VALLEY-MISSION COMMUNITY COLLEGE DISTRICT

Recommendation: Government Code Section 3547 requires that all initial proposals in collective bargaining must be presented at a public meeting of the public school employer. The Supervisors Unit’s initial proposals to the District for reopener negotiations are being released as a public document.

6.2 Teamsters Initial Proposals to District

7.0 BUSINESS AND FINANCE – Consent Agenda

7.1 RENEWAL OF PACKET FUSION, INC.’S AGREEMENT FOR MITEL (AKA SHORETEL) TELEPHONE SUPPORT

Recommendation: That the Board of Trustees approve the Support Agreement with Packet Fusion for a three-year term at a total cost of $147,357.56 for Mitel (AKA ShoreTel) telephone support.

7.1 Packet Fusion - Mitel (ShoreTel)

7.2 APPROVE THE 2020/2021 NONRESIDENT TUITION RATE

Recommendation: That the Board of Trustees establish a nonresident tuition fee of $290 per credit unit and no foreign citizen capital outlay fee for fiscal year 2020/21.

7.2 Non-resident tuition
5.0 COLLEGE PROGRAMS AND SERVICES - There are no items.

6.0 HUMAN RESOURCES

6.3 ADMINISTRATIVE PERSONNEL TRANSACTIONS TO BE ACTED UPON BY THE BOARD OF TRUSTEES

Recommendation: That the Board of Trustees, per Government Code section 54953(c)(3) and prior to taking final action, orally report a summary of all recommendations for final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of administrators, as defined in subdivision (d) of Section 3511.1, during the open meeting. Subsequent to the report, that the Board approve the following transactions.

I. Interim Appointment(s)
   a. Debra Griffith, Interim Vice President, Student Services, Administrative Unit, Range 30 ($13,680.83-$17,055.66/per month), Student Services, West Valley College, 100% of full time, 12 months per year; effective February 5, 2020, through June 30, 2020. Position ID# WAD006. Fund 110-General Fund. Compensation paid in the form of fringe benefits shall be limited per the coverage selected ranging from $11,741-$28,270 on an annual basis.

6.3 Administrative Personnel Transactions

7.0 BUSINESS AND FINANCE – There are no items.

8.0 BOARD

8.1 ADOPT RESOLUTION NO. 20020401 IN SUPPORT OF PROPOSITION 13, THE PUBLIC PRESCHOOL, K-12, AND COLLEGE HEALTH AND SAFETY BOND ACT OF 2020

Recommendation: That the Board of Trustees adopt Resolution No. 20020401 expressing the West Valley-Mission Community College District's support of Proposition 13, the Public Preschool, K-12, and College Health and Safety Bond Act of 2020.

8.1 Proposition 13 Resolution 20020401

Attach 8.1 Prop 13 Resolution 20020401

9.0 INFORMATION REPORTS AND ITEMS FOR FUTURE BOARD CONSIDERATION

9.1 ACADEMIC SENATE UPDATE (Gretchen Ehlers) (Aram Shepherd) (I) Oral

9.2 CLASSIFIED SENATE UPDATE (Cheryl Massa) (Thanh Do) (I) Oral

9.3 STUDENT SENATE UPDATE (Maia Delrooz) (Reymundo Madera) (I) Oral

9.4 WEST VALLEY COLLEGE UPDATE (Stephanie Kashima) (I) Oral

9.5 MISSION COLLEGE UPDATE (Daniel Peck) (I) Oral

9.6 ASSOCIATE VICE CHANCELLOR OF HUMAN RESOURCES REPORT (Albert Moore) (I) Oral
9.7 ASSOCIATE VICE CHANCELLOR OF FINANCE AND ADMINISTRATION REPORT (Ngoc Chim)  (I) Oral
9.8 ASSOCIATE VICE CHANCELLOR OF FACILITIES REPORT (Javier Castruita)  (I) Oral
9.9 ASSOCIATE VICE CHANCELLOR OF GOVERNMENT RELATIONS AND PUBLIC COMMUNICATIONS REPORT (Manny Cappello)  (I) Oral
9.10 ASSOCIATE VICE CHANCELLOR OF INFORMATION AND EDUCATIONAL TECHNOLOGY REPORT (Daniel Borges)  (I) Oral
9.11 CHANCELLOR’S REPORT (Bradley J. Davis)  (I) Oral
9.12 STANDING COMMITTEE REPORT  
  *Audit and Budget Oversight Committee  (I) Oral
9.13 TRUSTEE COMMENTS  (I) Oral

10.0 CONTINUATION OF CLOSED SESSION, IF NECESSARY

11.0 RECONVENE PUBLIC SESSION

11.1 Report of Closed Session Action  Oral

ADJOURNMENT
SUBJECT: CONSIDER APPROVAL OF CURRICULUM CHANGES AT WEST VALLEY COLLEGE

CHANCELLOR’S RECOMMENDATION:
That the Board of Trustees approve the curriculum changes at West Valley College as presented.

Funding Source/Fiscal Impact
The General Fund is the major funding source for the cost of instruction, which pertains to the offering of approved courses.

Reference(s)
Curriculum development and approval is an ongoing activity overseen by the Academic Senate, and its subordinate Curriculum Committee, and the Office of Instruction. It is integrated into the West Valley College Program Review process. It is emphasized in many sections of Standard II of the Accreditation Standards of the Accrediting Commission for Community and Junior Colleges. Likewise, it is regulated through Title 5 and WVMCCD District Policies 4020 and 4025.

Background/Alternatives
As per District policy, the curriculum changes to programs and courses described herein have been considered and approved by the Curriculum Committee, the Articulation Officer, and the Academic Senate between November 18, 2019 and December 9, 2019. Each of the curriculum changes and the foregoing approvals has been further reviewed by the Chief Instructional Officer, the College President, and the District Chancellor. The Office of Instruction further certifies that the programs and courses described herein
satisfy all applicable requirements of Title 5 and have also been submitted to the Associated Students Organization of West Valley College.

**Coordination**
Offerings have been coordinated between West Valley College and Mission College through a process of consultation.

**Follow-up/Outcomes**
Following Board approval of the curriculum changes, updates to catalogs and class schedules will be made, and campus marketing communication will reflect the changes, as appropriate.
## SUMMARY OF CURRICULUM CHANGES – 02/04/2020

### NEW CREDIT COURSES
- BUSN028H
- DANC031
- DANC032
- DANC033
- DANC034
- ENGL012H
- ENGL013H
- ENGL018H
- ENGL041H
- ENGL047H
- HSCI014
- MUSC020C
- MUSC020D
- MUSC053A
- MUSC053B
- MUSC053C
- MUSC053D
- PARA090
- PARA092
- SOCI002H
- SOCI012
- THEA004
- THEA013
- THEA014D
- THEA014E
- THEA016
- THEA038

### CREDIT COURSE REVISIONS
- ADMJ032
- ADMJ033
- ADMJ100G
- ARCH048
- ARTS001A
- ARTS001AH
- ARTS001B
- ARTS001BH
- ARTS001D
- ARTS001DH
- ARTS012A
- ARTS012B
- ARTS033A
- ARTS033C
- ARTS035B
- ARTS055
- ARTS062A
- ARTS062B
- ARTS062C
- ARTS062D
PHYS002A
PSCI020
PSYC001
PSYC007
PSYC017
PSYC025
READ960
SOCI001
SOCI002
SOCI003
SOCI020
SOCI028
SOCI040
SOCI045
THEA005A
THEA006A
THEA007B
THEA015

REQUISITE APPROVALS
ARTS033C
ARTS035B
BIOL048
CHEM001B
CHEM002
CHEM012B
CIST002
CIST004A
CIST004A1
CIST037
COMM004
COMM020
DANC032
DANC033
DANC034
DIGM021B
DIGM025A
ENGL001CH
ENGL012H
ENGL013
ENGL013H
ENGL018H
ENGL041H
ENGL047H
FDAT084
KINA9.07
KINS2.02
MATH000D
MUSC004A
MUSC004B
MUSC020A
MUSC020C
MUSC020D
MUSC030B
MUSC031A
MUSC031B
MUSC036B
MUSC036C
MUSC036D
MUSC053A
MUSC053B
MUSC053C
MUSC053D
MUSC065B
MUSC066
MUSC069B
NCCC002L
NCCC012
NCCC012M
NCCC028
NCCC034
NCCC043
PARA023
PHYS002A
PSYC007
PSYC025
SOCI012
THEA006A
THEA007B
THEA015

DISTANCE EDUCATION
ADMJ032
ADMJ033
ARTS001A
ARTS001AH
ARTS001B
ARTS001D
ARTS012A
ARTS012B
ARTS033A
ARTS033C
ARTS055
ARTS062A
ARTS062C
ARTS095
BUSN051
CIST002
COMM004
COUN000A
DIGM021B
DIGM025
DIGM025A
DIGM086
ENGL001CH
ENGL012H
ENGL013
ENGL013H
ENGL018H
ENGL041H
ENGL047H
KINS2.02
KINS4.12
MUSC007
MUSC010
MUSC066
NCCC002L
NCCC003A
NCCC005
NCCC012
NCCC012M
NCCC028
NCCC033
NCCC034
NCCC043
PARA023
PARA035A
PARA043
PARA090
PARA092
PSYC001
SOCI001
SOCI002
SOCI002H
SOCI003
SOCI012
SOCI020
SOCI028
SOCI040
SOCI045
THEA013
THEA014D
THEA014E
THEA015
THEA016

COURSE DEACTIVATIONS

NONE

NEW NONCREDIT/CONTINUING EDUCATION COURSES
NCCC002L
NCCC003A
NCCC005
NCCC012
NCCC012M
NCCC028
## Noncredit/Continuing Education Course Revisions

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>NCBU015</td>
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</tbody>
</table>

## Program Deactivations

- Administrative Management, Certificate of Achievement
- Business Administration, Certificate of Achievement
- Business Communication, Certificate of Achievement
- Business Leadership Skills, Certificate of Achievement
- Business Management, Certificate of Achievement
- Professional Selling, Certificate of Achievement
- Project Management, Certificate of Achievement
- Small Business Startup, Certificate of Achievement
- Marketing, Certificate of Achievement
- Human Relations in Business, Certificate of Achievement

## New Programs

- None

## Program Revisions

- None
### NEW CREDIT COURSES

**BUSN028H**  
Course Title: Honors Business Law  

**Effective Term:** Fall, 2020  

**Justification:** This is a new course to offer as part of the college’s Honors program.  

**Units:** 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0  

**Grade Options:** Pass/No Pass, Letter Grade methods  

**Prerequisite:** NONE  
**Co-requisite:** NONE  

**Course Description:** Honors Business Law uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. The course requires a higher level of critical legal analysis beyond the non-honors section. This course is an introduction to law relating to the conduct of business, the meaning and sources of law, organization of courts and court procedures, and fundamental principles of the law of contracts and agency. A fundamental understanding of common law principles is achieved by analyzing selected cases and court decisions, and business transactions. Topics covered include an introduction to the legal process, sources of law and ethics, contracts, torts, agency, criminal law, business organizations, and judicial and administrative processes.

**DANC031**  
Course Title: Tap for Musical Theatre: Beginning Level 1  

**Effective Term:** Fall, 2020  

**Justification:** This new course will support the proposed AA in Musical Theatre.  

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0  

**Grade Options:** Pass/No Pass, Letter Grade methods  

**Prerequisite:** NONE  
**Co-requisite:** NONE  

**Course Description:** This course introduces the student to the historical role of tap dance in musical theater and emphasizes the learning and refining of basic tap technique. Through exercises, choreography, and discussions, this course concentrates on technique, style, and finesse. The course involves significant physical study. The primary objective of this class is to build competence in basic tap dance technique and terminology and to develop an appreciation of the role of tap dance in musical theater.
**Course Title:** Tap for Musical Theatre: Beginning Level 2  

**Effective Term:** Fall, 2020  

**Justification:** This new course will support the proposed AA in Musical Theatre.  

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0  

**Grade Options:** Pass/No Pass, Letter Grade methods  

**Prerequisite:** DANC 031  
**Co-requisite:** NONE  

**Course Description:** This course focuses on learning and refining beginning to intermediate tap technique for musical theater, building upon skills learned in DANC 031. Through exercises, choreography in vaudeville, lyric and clogging styles, and discussions, this course reinforces beginning technique, style, and finesse. The course involves significant physical study. The primary objective of this class is to refine competence in beginning tap dance technique and terminology and to foster an appreciation of aesthetic principles.

---

**DANC033**  
**Course Title:** Tap for Musical Theatre: Intermediate  

**Effective Term:** Fall, 2020  

**Justification:** This new course will support the proposed AA in Musical Theatre.  

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0  

**Grade Options:** Pass/No Pass, Letter Grade methods  

**Prerequisite:** DANC 032  
**Co-requisite:** NONE  

**Course Description:** This course focuses on learning and refining intermediate tap technique as applied to musical theater, building upon skills learned in DANC 031 and 032. This course concentrates on three beat and four beat steps, exercises that focus on line of the body and includes an introduction to tap improvisation.

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**DANC034**  
**Course Title:** Tap for Musical Theatre: Advanced  

**Effective Term:** Fall, 2020  

**Justification:** This new course will support the proposed AA in Musical Theatre.
**Course Title:** Honors African American Literature  
**Effective Term:** Fall, 2020  
**Justification:** This new course is designed to widen the Honors offerings among the English department’s existing literature courses to better meet student demand for Honors courses.

**Units:** 3  
**Grade Options:** Letter Grade methods  
**Prerequisite:** NONE  
**Co-requisite:** NONE  
**Advisory:** ENGL 001A

**Course Description:** Honors African American Literature uses the pedagogical methods common to all Honors courses: writing-intensive, collaborative, and experiential instruction. As an honors course, there will be focus on analytical writing and an emphasis on a higher degree of student participation and leadership in class discussions and other interactive teaching/learning techniques that are generally unsuitable for larger undergraduate classes. This course examines African American Literature from the 1700s to the present. Emphasis is given to the development of a body of literature that attests to the mastery and enhancement by Black writers of the prevailing literary forms in each era in America’s cultural, social, and political history. Students in the course have the opportunity to examine how literature reflects the experiences of Africans adapting to life in new world America and carving out a new identity complete with the development of new literary styles and conventions. The literature is examined through lenses of conventional critical theory and elements of literature.
<table>
<thead>
<tr>
<th>Course Title</th>
<th>Units</th>
<th>Lecture</th>
<th>Laboratory</th>
<th>Work Experience</th>
<th>Grade Options</th>
<th>Prerequisite</th>
<th>Co-requisite</th>
<th>Advisory</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL018H</td>
<td>3</td>
<td>3</td>
<td>0</td>
<td>0</td>
<td>Letter Grade methods</td>
<td>NONE</td>
<td>NONE</td>
<td>ENGL 001A</td>
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<tr>
<td>Course Description</td>
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<td>Honors U.S. Latino Literature uses the pedagogical methods common to all Honors courses: trans-disciplinary, writing-intensive, collaborative, and experiential instruction. As an honors course, there is a focus on analytical writing and an emphasis on a higher degree of student participation and leadership in class discussions and other interactive teaching/learning techniques that are generally unsuitable for larger undergraduate classes. This course examines and contextualizes representative literary texts written in (or translated to) English by authors who (since the sixteenth century, through the emergence of the &quot;Latino Literature&quot; movement in the twentieth century, and up to now) have self-identified as American Latinos and have addressed the varied traditions, conflicts, and transformations experienced by American Latinos.</td>
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<tr>
<td>ENGL041H</td>
<td>3</td>
<td>3</td>
<td>0</td>
<td>0</td>
<td>Pass/No Pass, Letter Grade methods</td>
<td>NONE</td>
<td>NONE</td>
<td>ENGL 001A</td>
</tr>
<tr>
<td>Course Description</td>
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<td>Honors Literature and Film uses the pedagogical methods common to all Honors courses: writing-intensive, collaborative, and experiential instruction. As an honors course, there will be focus on analytical writing and an emphasis on a higher degree of student participation and leadership in class discussions and other interactive teaching/learning techniques that are generally unsuitable for larger undergraduate classes. This course provides a cross-cultural comparative study of the literary works of several Asian American authors. Through their works, students have the opportunity to learn about history, culture, customs, and traditions of at least four of the following Asian American communities: Chinese, Japanese, Korean, Filipino, Vietnamese, Indian, and other southeast Asians and Pacific Islanders.</td>
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</tbody>
</table>
**ENGL047H**

**Course Title:** Honors Introduction to Poetry

**Effective Term:** Fall, 2020

**Justification:** This course is to be developed to increase the number of Honors courses among the English Department’s Literature offerings in order to better meet student demand for Honors courses.

**Units:** 3
- Lecture: 3
- Laboratory: 0
- Work Experience: 0

**Grade Options:** Letter Grade methods

**Prerequisite:** NONE
**Co-requisite:** NONE
**Advisory:** ENGL 001A

**Course Description:** Honors Introduction to Poetry uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. As an honors course, there is a focus on analytical writing and an emphasis on a higher degree of student participation and leadership in class discussions and other interactive teaching/learning techniques that are generally unsuitable for larger undergraduate classes. This course examines poetry from a variety of angles, including terminology, form, performance, and composition. In addition to studying poets and movements, students also perform poetry, create poems, and write analytical essays that require research and high-level critical thinking.
**Effective Term:** Fall, 2020

**Justification:** This course fills the need for students requiring basic First Aid and CPR training who are unable to commit to taking the currently offered, 2-unit, 10-week, HSCI 05 course - Responding to Emergencies: Comprehensive First Aid / CPR/AED. This new course HSCI 4 First Aid and CPR/AED, is 0.5 units and is being added to the Personal Trainer certificate when it goes through the next revision process in Spring 2020.

**Units:** 0.5  
Lecture: 0.5  
Laboratory: 0  
Work Experience: 0

**Grade Options:** Letter Grade methods

**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** This standard First Aid and CPR/AED course prepares individuals to respond to life-threatening emergencies, injuries, and sudden illness. This course covers CPR for adults, children, and infants, the use of AEDs (automated external defibrillators), and basic first aid. Scenarios are provided to facilitate discussion, analysis, and application of appropriate care in first aid emergencies.

**MUSC020C**  
**Course Title:** Musicianship Level 3  

**Effective Term:** Fall, 2020

**Justification:** This course matches C-ID MUS 145, and provides greater flexibility for students who need to repeat Musicianship Level 3, by removing the musicianship lab from MUSC 004A.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Pass/No Pass, Letter Grade methods

**Prerequisite:** MUSC 020B  
**Co-requisite:** NONE

**Course Description:** Required for music majors, this course is a laboratory in ear training, dictation and sight-singing correlated with MUSC 004A. This class provides systematic training in the ability to hear, analyze, and perform music elements of melody, harmony, and rhythm. Music majors are required to take MUSC 004A concurrent with this course. Non-majors are encouraged but not required to take MUSC 004A concurrent with this course. Concurrent enrollment in MUSC 031A/B Intermediate Piano is strongly encouraged for all students.

**MUSC020D**  
**Course Title:** Musicianship Level 4  

**Effective Term:** Fall, 2020

**Justification:** This course matches C-ID MUS 155, and provides greater flexibility for students by addressing the need to repeat Musicianship Level 4 without having to repeat Theory Level 4, as is presently the case with the combined Theory
Musicianship in MUSC 004B. This curriculum approach is a consistent course structure and alignment with four-year schools. From MUSC004B, the lab focuses on performance skills in advanced sight singing and rhythmic exercises in one and two parts, and dictation of advanced melodic and harmonic elements.

**Units:** 1  
**Lecture:** 0  
**Laboratory:** 1  
**Work Experience:** 0

**Grade Options:** Pass/No Pass, Letter Grade methods

**Prerequisite:** MUSC 020C  
**Co-requisite:** NONE

**Course Description:** For music majors, this course focuses on ear training and sight-singing correlated with MUSC 004B, Music Theory Level 4. This class provides systematic training in the ability to hear, identify, and perform music elements of melody, harmony, and rhythm.

---

**MUSC053A**  
**Course Title:** Chamber Music: Early  
**Effective Term:** Fall, 2020

**Justification:** This new course provides students the opportunity to perform in groups smaller yet more diverse than are presently offered, strengthening independence and ensemble playing.

**Units:** 1  
**Lecture:** 0  
**Laboratory:** 1  
**Work Experience:** 0

**Grade Options:** Pass/No Pass, Letter Grade methods

**Prerequisite:** NONE  
**Co-requisite:** NONE  
**Advisory:** MUSC 042 or MUSC 048 or MUSC 049

**Course Description:** This course provides students the opportunity to perform in small and diverse instrumental and/or vocal chamber ensembles. The literature performed in this class is primarily from the early eras of music history (Medieval, Renaissance, Baroque).

---

**MUSC053B**  
**Course Title:** Chamber Music: Classical  
**Effective Term:** Fall, 2020

**Justification:** This new course provides students the opportunity to perform in groups smaller yet more diverse than are presently offered such as a string quartet, a piano quintet, a mixed consort, or a vocal sextet.

**Units:** 1  
**Lecture:** 0
Laboratory: 1  
Work Experience: 0

**Grade Options:** Pass/No Pass, Letter Grade methods

**Prerequisite:** NONE  
**Co-requisite:** NONE  
**Advisory:** MUSC 042 or MUSC 048 or MUSC 049

**Course Description:** This course provides students the opportunity to perform in small and diverse instrumental and/or vocal chamber ensembles. The literature performed in this class is primarily from the classical eras of music history (Classical, Romantic).

| **MUSC053C** |  
| **Course Title:** Chamber Music: Modern |  
| **Effective Term:** Fall, 2020 |  
| **Justification:** This new course provides students the opportunity to perform in groups smaller yet more diverse than are presently offered, strengthening independence and ensemble playing. |  
| **Units:** 1 |  
| Lecture: 0 |  
| Laboratory: 1 |  
| Work Experience: 0 |  
| **Grade Options:** Pass/No Pass, Letter Grade methods |  
| **Prerequisite:** NONE  
**Co-requisite:** NONE  
**Advisory:** MUSC 042 or MUSC 048 or MUSC 049 |  
| **Course Description:** This course provides students the opportunity to perform in small and diverse instrumental and/or vocal chamber ensembles. The literature performed in this class is primarily from the modern eras of music history (Impressionism, 20th Century, 21st Century). |  

| **MUSC053D** |  
| **Course Title:** Chamber Music: World |  
| **Effective Term:** Fall, 2020 |  
| **Justification:** This new course provides students the opportunity to perform in groups smaller yet more diverse than are presently offered, strengthening independence and ensemble playing. |  
| **Units:** 1 |  
| Lecture: 0 |  
| Laboratory: 1 |  
| Work Experience: 0 |  
| **Grade Options:** Pass/No Pass, Letter Grade methods |  
| **Prerequisite:** NONE  
**Co-requisite:** NONE |  
<p>|<br />
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|</p>
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Effective Term</th>
<th>Justification</th>
</tr>
</thead>
<tbody>
<tr>
<td>PARA090</td>
<td>Legal Technology</td>
<td>Fall, 2020</td>
<td>This class is being added to provide students with hands-on experience using legal software that is used in legal arenas.</td>
</tr>
<tr>
<td>PARA092</td>
<td>Trademark Prosecution</td>
<td>Fall, 2020</td>
<td>The course is being developed to give students greater hands-on learning opportunities in areas of growth.</td>
</tr>
<tr>
<td>SOCI002H</td>
<td>Honors Social Problems</td>
<td>Fall, 2020</td>
<td>New course to align with the comprehensive Honors Program currently offered at West Valley</td>
</tr>
</tbody>
</table>
Course Description: As an honors course, the course focuses on critically analyzing sociological literature and research specific sociological topics, identifies and analyzes contemporary social problems, with emphases on the U.S., cross-cultural comparisons, and globally. The course focuses on the role of power and ideology in the definition of social problems, identifying the causes of various social problems and consequences, and evaluating proposed solutions. The course provides a comprehensive overview in current events, policy debates, and emerging social trends. This honors course emphasizes on analytical writing and exploring the field through reading primary sociological research.

SOCI012
Course Title: Introduction to Research Methods

Effective Term: Fall, 2020

Justification: This is the creation of a new research methods course to be competitive with other community colleges in course offerings

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Pass/No Pass, Letter Grade methods

Prerequisite: SOCI 001
Co-requisite: NONE

Course Description: This research methods course examines fundamental elements of empirical research and the ways in which sociologists and social scientists gather, evaluate, and critique social data. The course goes into detail about the roles of theories, hypotheses, variables, and ethics of research. The course also focuses on the application of qualitative and quantitative analytic tools including logic and research design, such as survey, observational, experimental, case study, and comparative historical research and basic statistical analysis. Computer statistical applications is required for the course.

THEA004
Course Title: Digital Video Editing

Effective Term: Fall, 2020

Justification: This course is the recreation of a deactivated course.

Units: 3
Lecture: 2
Laboratory: 1  
Work Experience: 0  

**Grade Options:** Letter Grade methods  

**Prerequisite:** NONE  
**Co-requisite:** NONE  

**Course Description:** This course introduces beginning and intermediate film students to post-production digital editing for narrative film and video editing. They have the opportunity to develop the skills of cinematic storytelling and to learn how to organize the editing process and integrate visual and sound elements.

<table>
<thead>
<tr>
<th>THEA013</th>
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</thead>
<tbody>
<tr>
<td><strong>Course Title:</strong> Multicultural Theater</td>
</tr>
<tr>
<td><strong>Effective Term:</strong> Fall, 2020</td>
</tr>
<tr>
<td><strong>Justification:</strong> This course was highly recommended by our accreditation consultant. It is also a CSU required class and will be included in our Theater AA-T at its next revision.</td>
</tr>
<tr>
<td><strong>Units:</strong> 3</td>
</tr>
</tbody>
</table>
| Lecture: 3  
Laboratory: 0  
Work Experience: 0 |  
| **Grade Options:** Letter Grade methods |  
| **Prerequisite:** NONE  
**Co-requisite:** NONE |  

**Course Description:** This course is a comparative study of the important multicultural theater movements from the 1950s to the present. This course explores and evaluates contemporary dramatic literature of Native-American, African-American, Asian-Pacific American, and Chicano/Latino cultures. Students have the opportunity to examine the historical as well as cultural and social conditions in which these plays were developed.

<table>
<thead>
<tr>
<th>THEA014D</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Course Title:</strong> Survey of Film: Superhero Cinema</td>
</tr>
<tr>
<td><strong>Effective Term:</strong> Fall, 2020</td>
</tr>
<tr>
<td><strong>Justification:</strong> This is a new course which will complement and augment our Survey of film series and function as both a GE course and a requirement for our Film Studies AA, and our FTVE AA-T.</td>
</tr>
<tr>
<td><strong>Units:</strong> 3</td>
</tr>
</tbody>
</table>
| Lecture: 3  
Laboratory: 0  
Work Experience: 0 |  
| **Grade Options:** Letter Grade methods |  
| **Prerequisite:** NONE  
**Co-requisite:** NONE |
Course Description: This is an introductory film studies course in which primary focus is placed on the history, development, and cultural relevance of Superhero cinema. Critical analysis from an audience perspective includes readings, lectures, and discussions covering conventions, history, evolution, terminology, and technique.

THEA014E
Course Title: Survey of Film: The Star Wars Trilogies

Effective Term: Fall, 2020

Justification: This is a new course meant to broaden our Film program’s reach with General Education students, serve as a requirement on our upcoming FTVE AA-T, and augment our existing Film Studies AA degree.

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade methods

Prerequisite: NONE
Co-requisite: NONE

Course Description: This is an introductory film course in which primary focus is placed on the cinematic development of the Star Wars Film cycle (all three trilogies and related media). Critical analysis from an audience perspective includes readings, lectures, and discussions covering conventions, history, evolution, terminology, and technique.

THEA016
Course Title: American Cinema

Effective Term: Fall, 2020

Justification: This is a new course intended to be included in our Film Studies AA and our upcoming AA-T in Film, Television, and Electronic Media.

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade methods

Prerequisite: NONE
Co-requisite: NONE

Course Description: This is an introductory course in film studies examining the history and development of Hollywood and the movie business and their sustained influence on American culture. Students will also have the opportunity to explore the tools of cinematic grammar in creating a universal visual language.

THEA038
Course Title: Acting for Non-Majors

Effective Term: Fall, 2020
Justification: The theater department would like to offer a course that appeals to a wider array of students. This course was also recommended by our accreditation consultant.

Units: 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0

Grade Options: Pass/No Pass, Letter Grade methods

Prerequisite: NONE  
Co-requisite: NONE

Course Description: This course introduces students to fundamental acting skills and provides a foundation of acting vocabulary. It develops an actor’s imagination as it relates to storytelling, communication, and analysis. This course provides students the opportunity to study beginning acting in a safe, fun, and supportive environment.
<table>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Effective Term</th>
<th>Justification</th>
<th>Units</th>
<th>Lecture</th>
<th>Laboratory</th>
<th>Work Experience</th>
<th>Grade Options</th>
<th>Prerequisite</th>
<th>Co-requisite</th>
<th>Course Description</th>
</tr>
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<tbody>
<tr>
<td>ADMJ032</td>
<td>Motorcycle, Prison, and Street Gangs</td>
<td>Fall, 2020</td>
<td>The Administration and Justice department is revising this course to comply with current Title 5 standards and to add Distance Education. The following areas were updated: Advisories, Distance Education, Assignments, Methods of Instruction, Objectives, CSLOs, Course Outline, and Textbooks.</td>
<td>3</td>
<td>3</td>
<td>0</td>
<td>0</td>
<td>Pass/No Pass, Letter Grade methods</td>
<td>NONE</td>
<td>NONE</td>
<td>This course is designed for pre-service students or in-service officers to enable them to become familiar with the history, recruitment, training methods, purpose, and infrastructures of various gangs currently operating in California.</td>
</tr>
<tr>
<td>ADMJ033</td>
<td>Introduction to Probation and Parole</td>
<td>Fall, 2020</td>
<td>The Administration of Justice department is updating this course to comply with current Title 5 standards, and to add distance education. The following areas were updated: methods of instruction, assignments, objectives, CSLOs, course outline, distance education, and textbook.</td>
<td>3</td>
<td>3</td>
<td>0</td>
<td>0</td>
<td>Letter Grade methods</td>
<td>NONE</td>
<td>NONE</td>
<td>This course covers a comprehensive introduction to the understanding of the corrections system in the U.S. Emphasis is on its origin and evolution, philosophies of corrections, perspectives on sentencing, offender rights, legal issues, and alternatives to incarceration including community corrections, probation and parole. The course addresses adult, juvenile and special needs offenders, corrections specialists, staff and administration as a profession and previews special challenges for the future of corrections.</td>
</tr>
<tr>
<td>ADMJ100G</td>
<td>Introduction to Corrections</td>
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</tbody>
</table>
**Effective Term:** Fall, 2020

**Justification:** The Administration of Justice course is being updated to meet the current requirements of Title 5 and to add distance education. The following areas were updated: methods of instruction, objectives, CSLOs, assignments, distance education, and textbook.

**Units:** 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0

**Grade Options:** Pass/No Pass, Letter Grade methods

**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** This course is designed to provide the student with an overview of the history and trends of corrections. It focuses on the legal issues, specific laws and general operation of correctional institutions. The relationship between corrections and other components of the judicial system are also examined.

**ARCH048**

**Course Title:** Digital Tools for Architecture

**Effective Term:** Fall, 2020

**Justification:** This is a required revision for Title 5 compliance. Methods of Instruction and Methods of Evaluation were revised. The description, textbook & TOP code were also updated also the math advisory was removed.

**Units:** 2  
Lecture: 1  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Pass/No Pass, Letter Grade methods

**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** This course explores traditional and contemporary methods of graphic presentations as a means of communication in architectural design. The course emphasizes a variety of presentation techniques including color renderings, delineation of elevation, section, plan views and articulation of image and transfer methodologies. Media include computer-generated images, vellum based renderings, and architectural model building. Emphasis is also placed on preparation of student portfolio and presentation skills, in preparation for student interviews upon entering the profession.

**ARTS001A**

**Course Title:** Survey of Western Art I

**Effective Term:** Fall, 2020

**Justification:** The course is being revised to comply with Title 5 mandates. Changes in this revision include textbook revision, updated Methods of Evaluation fields and updated Distance Education fields. It also includes revision of format in outline. It also was revised to include specific learning objectives with methods of instruction.
Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Pass/No Pass, Letter Grade methods

Prerequisite: NONE
Co-requisite: NONE

Course Description: This course is a general survey of painting, sculpture, and architecture in the West from prehistoric times through the Gothic period, using art as a reflection of human interaction with events of the time, emphasizing aesthetic, cultural, and historical values.

ARTS001AH
Course Title: Honors Survey of Western Art I

Effective Term: Fall, 2020

Justification: The course is being revised to comply with Title 5 mandates. Changes in this revision include textbook revision, updated Methods of Evaluation fields, Honors description added in Course Description and Course outline. Assignments and Methods of Instruction have been updated to include Honors pedagogical methods. Distance Education was also added to the course and the grade options updated.

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade methods

Prerequisite: NONE
Co-requisite: NONE

Course Description: Honors Survey of Western Art I uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. As an honors course, there is a focus on analytical writing and exploring pre-historic to Gothic art through primary and secondary source research. This course is a general survey of painting, sculpture, and architecture in the western world from prehistoric times through the Gothic period, using art as a reflection of human interaction with events of the time, emphasizing aesthetic, cultural, and historical values.

ARTS001B
Course Title: Survey of Western Art II

Effective Term: Fall, 2020

Justification: The course is being revised to comply with Title 5 mandates. Changes in this revision include textbook revision, updated Methods of Evaluation fields and updated Distance Education fields. Also completed are subheadings in outline and updated assignments.
**Units:** 3  
**Lecture:** 3  
**Laboratory:** 0  
**Work Experience:** 0

**Grade Options:** Pass/No Pass, Letter Grade methods

**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** This course is a general survey of painting, sculpture, and architecture in the West from the Renaissance to the present day, using art as a reflection of human interaction with the events of the time, emphasizing aesthetic, cultural and historical values.

**ARTS001BH**  
**Course Title:** Honors Survey of Western Art II  
**Effective Term:** Fall, 2020

**Justification:** The course is being revised to comply with Title V mandates. Changes in this revision include textbook revision, updated Methods of Evaluation fields, and updated Distance Education fields. Honors description added in Course Description. Also added are methods of instruction and rational fields specific to an honors course. Assignments and Methods of Instruction have been updated to include Honors pedagogical methods for Title 5 compliance. Additional revisions include a textbook update, rationale for honors pedagogy and an update to the grade options.

**Units:** 3  
**Lecture:** 3  
**Laboratory:** 0  
**Work Experience:** 0

**Grade Options:** Letter Grade methods

**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** Honors Survey of Art II uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. As an honors course, there is a focus on analytical writing, exploring the work through primary source research. Additionally, there is an emphasis on a higher degree of student participation and leadership in class discussions and other interactive teaching/learning techniques that are generally not suitable for larger undergraduate classes. This course examines visual culture as it develops from the Early Renaissance in Italy and Northern Europe through Modern Art. Emphasis is given to the social, political, historical, and economic forces that give meaning and context to the art. The art is also examined through the lens of critical theory.

**ARTS001D**  
**Course Title:** Survey of Modern Art  
**Effective Term:** Fall, 2020

**Justification:** This course revision is necessary for Title 5 compliance.
Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Pass/No Pass, Letter Grade methods

Prerequisite: NONE
Co-requisite: NONE

Course Description: This course is a general survey of painting, sculpture, and architecture in the West during the 19th and 20th centuries, emphasizing the evolution of changing attitudes toward form and content.

ARTS001DH
Course Title: Honors Art of the 20th Century

Effective Term: Fall, 2020

Justification: This is a mandatory course revision for Title 5 mandates. Changes in this revision include textbook revisions and updated Methods of Evaluation fields. Honors description added in the course description. Also added are methods of instruction and rational fields specific to an Honors course. Assignments and Methods of instruction have been updated to include Honors pedagogical methods. The grade options were also updated.

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade methods

Prerequisite: NONE
Co-requisite: NONE

Course Description: Honors Art of the 20th Century uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. As this is an Honors class, there is a focus on analytical writing, exploring the field through reading primary source research and an emphasis on a high degree of student leadership and participation in class discussions and other interactive teaching/learning techniques that are generally not found in larger undergraduate classes. This course examines visual culture -- painting, sculpture, architecture, installation, site-specific, performance and digital art -- in the West from the Impressionists to the present day, emphasizing the evolution of changing attitudes toward form and content. Visual culture is analyzed through the lens of modern and postmodern critical theory.

ARTS012A
Course Title: Art of Pre-Hispanic Mexico

Effective Term: Fall, 2020

Justification: The course revision is necessary for Title 5 compliance and accreditation.

Units: 3
Lecture: 3
ARTS012B  
Course Title: Art of Colonial and Modern Mexico  
Effective Term: Fall, 2020  
Justification: These revisions are necessary for Title 5 compliance.  
Units: 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0  
Grade Options: Pass/No Pass, Letter Grade methods  
Prerequisite: NONE  
Co-requisite: NONE  
Course Description: This course is a general survey of painting, sculpture and architecture from the main civilizations of Pre-Hispanic Mexico emphasizing aesthetic, cultural and historical values of the times.

ARTS033A  
Course Title: Two-Dimensional Design  
Effective Term: Fall, 2020  
Justification: The course in being revised to comply with Title 5 mandates. Changes in this revision include textbook revision, updated Methods of Evaluation fields and updated Distance Education fields. Developed subtopics in Lab section of outline.  
Units: 3  
Lecture: 2  
Laboratory: 1  
Work Experience: 0  
Grade Options: Pass/No Pass, Letter Grade methods  
Prerequisite: NONE  
Co-requisite: NONE  
Course Description: This course offers an introduction to the principle, elements, and terminology of two-dimensional
Design. Design elements such as line, value, texture, shape, and basic color are organized by various principles such as repetition, variety, balance, and proportion. A wide variety of media will be used.

<table>
<thead>
<tr>
<th>ARTS033C</th>
<th>Course Title: Color Design</th>
</tr>
</thead>
<tbody>
<tr>
<td>Effective Term: Fall, 2020</td>
<td></td>
</tr>
</tbody>
</table>

Justification: This course has been revised to meet with Title 5 requirements. This revision includes textbook updates; revised DE fields. Methods of Evaluation and course outline.

Units: 3
Lecture: 2
Laboratory: 1
Work Experience: 0

Grade Options: Pass/No Pass, Letter Grade methods

Prerequisite: NONE
Co-requisite: NONE
Advisory: ARTS 033A

Course Description: Students have the opportunity to refine their basic design skills through the use of color concepts based on theory and expression. Projects focus on color attributes such as hue, value, intensity, weight, distance, temperature, color schemes, and color interaction.

<table>
<thead>
<tr>
<th>ARTS035B</th>
<th>Course Title: Intermediate Life Drawing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Effective Term: Fall, 2020</td>
<td></td>
</tr>
</tbody>
</table>

Justification: This is a mandatory revision to add prerequisites.

Units: 3
Lecture: 2
Laboratory: 1
Work Experience: 0

Grade Options: Pass/No Pass, Letter Grade methods

Prerequisite: ARTS 035A
Co-requisite: NONE

Course Description: This course provides students the opportunity to refine basic figure drawing skills through an emphasis on creative expression. This course emphasizes the concepts of proportion, structure, modeling, movement, and description of the human form. A variety of drawing materials are used including color media.

<table>
<thead>
<tr>
<th>ARTS055</th>
<th>Course Title: Introduction to Computer Arts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Effective Term: Fall, 2020</td>
<td></td>
</tr>
</tbody>
</table>

Justification: This course is being revised to comply with Title 5 standards. The revision includes a textbook update.
### ARTS062A

**Course Title:** Basic Photography

**Effective Term:** Fall, 2020

**Justification:** This course was revised to meet Title 5 requirements. The Distance Education portion of the course outline was updated and a new textbook was added to the curriculum. The TOP and SAM code for the course were also changed.

**Units:** 3  
**Lecture:** 2  
**Laboratory:** 1  
**Work Experience:** 0  

**Grade Options:** Pass/No Pass, Letter Grade methods  
**Prerequisite:** NONE  
**Co-requisite:** NONE  

**Course Description:** This course provides students with an opportunity to explore fundamental theories and methods of creating computer art and the impact of technology on 20th century art production. It introduces students to digital imaging, digital video/animation, and interactive authoring which utilizes hands-on contemporary art strategies.

### ARTS062B

**Course Title:** Black and White Photography

**Effective Term:** Fall, 2020

**Justification:** This course was revised to meet Title 5 requirements - updates include changes to the course title, SAM and TOP code. The class textbook was updated to “The Unforgettable Photograph” by George Lange.

**Units:** 3  
**Lecture:** 2
Course Description: This course continues the investigation of the historical and practical aspects of photography with a focus on the black and white image. Students have the opportunity to examine not only their own work, but the work of masters in the field to gain a better understanding of the tools necessary to create more compelling compositions.

ARTS062C
Course Title: Color Photography
Effective Term: Fall, 2020

Justification: Distance Education was added to the course. Methods of Evaluation were updated. The TOP code was also changed.

Units: 3
Lecture: 2
Laboratory: 1
Work Experience: 0

Grade Options: Pass/No Pass, Letter Grade methods
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course continues the investigation of the historical and practical aspects of photography with a focus on the color digital photography. Students have the opportunity to examine not only their own work, but the work of masters in the field to gain a better understanding of the tools necessary to create more compelling compositions.

ARTS062D
Course Title: Studio Photography
Effective Term: Fall, 2020

Justification: This course was revised to meet Title 5 requirements, edits include changes to the course description, TOP and SAM code. The advisory for the course was also removed.

Units: 3
Lecture: 2
Laboratory: 1
Work Experience: 0

Grade Options: Pass/No Pass, Letter Grade methods
Prerequisite: NONE
Co-requisite: NONE

Course Description: This beginning studio lighting course introduces the students to basic portrait and product lighting
techniques. Students have the opportunity to use one, two and three light studio portrait configurations. Students have the opportunity to explore different lighting arrangements for metal, glass, fabric, and food along with all aspects of beginning studio photography.

### ARTS095
**Course Title:** New Media and Social Change  
**Effective Term:** Fall, 2020  
**Justification:** This course was revised to meet Title 5 standards. Updates include changes to the following areas: Course Description, Distance Education, Methods of Evaluation and Assignments.

**Units:** 3  
**Lecture:** 3  
**Laboratory:** 0  
**Work Experience:** 0  
**Grade Options:** Pass/No Pass, Letter Grade methods  
**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** This course investigates how web-based technologies, internet multi-media, and photography have assisted in causing social change around the world through images. Evidence of social change from significant historical photographic images from famous photographers with a variety of diverse backgrounds are explored for social and political context. The course also covers critical analysis of shifting perceptions and expectations regarding race, gender, religion, sexual orientation, cultural identity, and ethnicity in contemporary web-based visual media.

### BIOL048
**Course Title:** Human Physiology  
**Effective Term:** Fall, 2020  
**Justification:** This course was revised to meet Title 5 standards; updates include changes to the textbook.

**Units:** 5  
**Lecture:** 3  
**Laboratory:** 2  
**Work Experience:** 0  
**Grade Options:** Letter Grade methods  
**Prerequisite:** BIOL 047 AND CHEM 002 or CHEM 030A or CHEM 001A  
**Co-requisite:** NONE

**Course Description:** Physiology is the study of the organ systems of the human body and the physiological principles involved in normal function. Emphasis is upon cellular and organ system function, integration and homeostasis, and regulatory mechanisms. The laboratory includes experiments stressing function of the body systems. Some experiments will be carried out on the students themselves.

### BUSN051
**Course Title:** Introduction to Business
Effective Term: Fall, 2020

Justification: The rationale for this course revision is to seek CSU GE approval to be included as an option to meet West Valley Area D, SOCIAL SCIENCES: Social Institutions requirements.

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade methods

Prerequisite: NONE
Co-requisite: NONE

Course Description: This course provides the student an introduction to American business in the global environment, providing an overview of economics, ethics, management, marketing, operations, information management, accounting, and finance.

CHEM001B
Course Title: General Chemistry

Effective Term: Fall, 2020

Justification: These revisions update the course description, methods of evaluation and instruction, and the textbooks on record for lecture and lab.

Units: 5
Lecture: 4
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade methods

Prerequisite: CHEM 001A
Co-requisite: NONE

Course Description: This course is a continuation of CHEM 001A. The units of study will include solution equilibria, electrochemistry, thermodynamics, coordination compounds, and kinetics. The laboratory consists of data-driven analyses of chemical principals and techniques, including the synthesis of a variety of compounds.

CHEM002
Course Title: Introductory Chemistry

Effective Term: Fall, 2020

Justification: These revisions update the course topics and outline to include energy concepts for transferability purposes, including objectives and outcomes for the pre-requisites, as well as updating the textbook on record. The course description was also updated.

Units: 4
Lecture: 3
| Laboratory: | 1 |
| Work Experience: | 0 |

**Grade Options**: Letter Grade methods

**Prerequisite**: MATH 106 or 106R

**Co-requisite**: NONE

**Course Description**: This course is an introduction to the fundamental principles of chemistry and includes atomic theory, chemical bonding, molecular structure, chemical reactions, stoichiometry, gas laws, liquids and solids, acids and bases, equilibrium, energy, and solution chemistry. The course stresses problem solving and is designed specifically to prepare the student for Chemistry 001A.

<table>
<thead>
<tr>
<th>CHEM012B</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Course Title</strong>: Organic Chemistry</td>
</tr>
<tr>
<td><strong>Effective Term</strong>: Fall, 2020</td>
</tr>
</tbody>
</table>

**Justification**: These revisions are updating the methods of evaluation as well as including subtopics for the course outline.

**Units**: 5

- Lecture: 3
- Laboratory: 2
- Work Experience: 0

**Grade Options**: Letter Grade methods

**Prerequisite**: CHEM 012A

**Co-requisite**: NONE

**Course Description**: This is a continuation of Chemistry 12A. Chemistry 12B covers the fundamentals of organic chemistry with emphasis on families of organic compounds and the unique reactions they undergo; synthesis; reaction mechanisms; molecular structure and properties; modern laboratory techniques; and instrumental methods of structure determination. It is recommended for chemistry majors, chemical engineering majors, most biology majors, and for pre-medical and pre-dental students.

<table>
<thead>
<tr>
<th>CIST002</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Course Title</strong>: Introduction to Computing</td>
</tr>
<tr>
<td><strong>Effective Term</strong>: Fall, 2020</td>
</tr>
</tbody>
</table>

**Justification**: The course outline is updated include a more recent textbook, incorporate Distance Education, and remove one Student Learning Outcome. Changes were also made to the SAM code and course description.

**Units**: 4

- Lecture: 4
- Laboratory: 0
- Work Experience: 0

**Grade Options**: Pass/No Pass, Letter Grade methods

**Prerequisite**: NONE
**Co-requisite:** NONE  
**Advisory:** MATH 106 or MATH 106R

**Course Description:** This is an introductory course in personal productivity computing, introducing students to the concepts and uses of computing in education, business, and society. Fundamentals of each of the major components of a computing system are examined: elementary functions of hardware; software for systems operations and applications; the relationship of data and information; the need for proper procedures; and the people who use and support computing. Students use computers for hands-on experience of computer productivity applications, including word processing, spreadsheets, presentation manager, database management, and Internet access.

**CIST004A**  
**Course Title:** Computer Programming I (C++ Programming)

**Effective Term:** Fall, 2020

**Justification:** This course is being updated to align with the current Computer Science Curriculum as specified in Computer Science Curricula 2013, Curriculum Guidelines for Undergraduate Degree Programs in Computer Science (published December 20, 2013) by The Joint Task Force on Computing Curricula Association for Computing Machinery (ACM) and the IEEE Computer Society.

**Units:** 4  
Lecture: 4  
Laboratory: 0  
Work Experience: 0

**Grade Options:** Pass/No Pass, Letter Grade methods

**Prerequisite:** NONE  
**Co-requisite:** NONE  
**Advisory:** MATH 106 or MATH 106R

**Course Description:** This is a foundation course emphasizing the concepts and methodologies of programming using the C++ language. Emphasis is on good programming style, object-oriented design, decomposition, encapsulation, abstraction, and testing. Example topics include memory allocation, flow control, logic, objects, classes, methods and argument passing, control structures, and iteration. Students have the opportunity to learn programming, documentation and software testing skills, algorithmic problem-solving, programming methodologies, and to write and debug small to medium-sized programs.

**CIST004A1**  
**Course Title:** Computer Programming I (Java)

**Effective Term:** Fall, 2020

**Justification:** The curriculum has been updated based on the Computer Science Curricula 2013 Curriculum Guidelines for Undergraduate Degree Programs in Computer Science, The Joint Task Force on Computing Curricula Association for Computing Machinery (ACM) IEEE Computer Society. Updated areas are: (1) Course Objectives and Learning Outcomes (2) Course Outline (3) Updated textbooks and (4) Methods of Instruction and Evaluation.

**Units:** 4  
Lecture: 4  
Laboratory: 0  
Work Experience: 0
<table>
<thead>
<tr>
<th>Grade Options: Pass/No Pass, Letter Grade methods</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prerequisite: NONE</td>
</tr>
<tr>
<td>Co-requisite: NONE</td>
</tr>
<tr>
<td>Advisory: MATH 106 or MATH 106R</td>
</tr>
</tbody>
</table>

**Course Description:** This is a foundation course emphasizing the concepts and methodologies of programming using the Java language. Emphasis is on good programming style, object-oriented design, decomposition, encapsulation, abstraction, and testing. Example topics include memory allocation, flow control, logic, objects, classes, methods and argument passing, control structures, and iteration. Students have the opportunity to learn programming, documentation and software testing skills, algorithmic problem-solving, programming methodologies, and to write and debug small to medium-sized programs.

### CIST037

**Course Title:** C Programming

**Effective Term:** Fall, 2020

**Justification:** The curriculum is updated to match the current Computer Science Curriculum as specified in: Computer Science Curricula 2013 Curriculum Guidelines for Undergraduate Degree Programs in Computer Science December 20, 2013 The Joint Task Force on Computing Curricula Association for Computing Machinery (ACM) and IEEE Computer Society The curriculum is updated with a project where the programming C is used to provide low-level, hardware access to perform I/O control. Typical example will be for a student to build a stand-alone single-board computer device (MP3 player with a LCD display, temperature/humidity loggers). Proposed increase in units is to cover the additional content.

**Units:** 4
- Lecture: 4
- Laboratory: 0
- Work Experience: 0

**Grade Options:** Pass/No Pass, Letter Grade methods

**Prerequisite:** CIST004A or 004A1

**Co-requisite:** NONE

**Course Description:** The fundamentals of ANSI C language syntax, including C data types, statements (sequence, selection, and repetition), and standard C libraries are introduced in this course. Structured programming style using the C language is emphasized. Advanced topics such as structures, external files, bit manipulation, and pointers/dynamic allocation are also included.

### COMM004

**Course Title:** Small Group Discussion

**Effective Term:** Fall, 2020

**Justification:** This mandatory revision update has only minor updates and changes, which include updates to the course description, updating DE sections, updated textbooks and removing the advisory course.

**Units:** 3
- Lecture: 3
- Laboratory: 0
- Work Experience: 0
Grade Options: Letter Grade methods

Prerequisite: ENGL 905
Co-requisite: NONE

Course Description: This course is designed to provide students with theoretical and practical insights, experiences, and principles of communication in a variety of group contexts. Areas of focus include the theory and practical application of leadership, information-sharing, problem-solving, conflict management, and critical decision-making. The communication process is also evaluated.

COMM020
Course Title: Argumentation and Debate

Effective Term: Fall, 2020

Justification: This mandatory revision updates the description, textbooks, Methods of Instruction, Methods of Evaluation, and the Assignments.

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade methods

Prerequisite: ENGL 905
Co-requisite: NONE

Course Description: This course emphasizes the methods and basic principles of critical inquiry, argument, advocacy, as well as classical and dialogical debate structures. Students are introduced to brief preparation, rhetorical theory, testing evidence, evaluating evidence sources, advancing reasoned positions, and effectively presenting and defending those positions. Analysis, presentation, and the evaluation of oral and written arguments are covered including identifying logical fallacies in reasoning and language. This course includes preparing and presenting two or more oral debates within the physical presence of the live classroom audience.

COUN000A
Course Title: College Orientation

Effective Term: Fall, 2020

Justification: This is a required course revision. Changes include: course title, course description and DE addendum.

Units: 0.5
Lecture: 0.5
Laboratory: 0
Work Experience: 0

Grade Options: Pass/No Pass

Prerequisite: NONE
Co-requisite: NONE

Course Description: College Orientation is an introductory course that highlights community college, career, and transfer
opportunities as well as strategies for academic success. The course includes an orientation to West Valley College programs and services, rules and regulations, an overview of general education requirements for transfer and graduation, an introduction to the registration process, and educational planning.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Effective Term</th>
<th>Justification</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIGM021B</td>
<td>Web Development 2</td>
<td>Fall, 2020</td>
<td>This course was revised to meet Title 5 standards, and also includes updates to the course specifications, textbook, and distance education with a small edit to the description.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Units</th>
<th>Lecture</th>
<th>Laboratory</th>
<th>Work Experience</th>
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<tr>
<td>4</td>
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<thead>
<tr>
<th>Grade Options</th>
<th>Prerequisite</th>
<th>Co-requisite</th>
<th>Advisory</th>
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</thead>
<tbody>
<tr>
<td>Pass/No Pass</td>
<td>NONE</td>
<td>NONE</td>
<td>DIGM 021A</td>
</tr>
</tbody>
</table>

| Course Description | This course focuses on advanced programming and markup of code for web sites and applications. The latest web programming languages are explored including: HTML, PHP, JavaScript, CSS, and JSON. Students have the opportunity to develop responsive web sites and web applications for desktop as well as mobile platforms. Additional focus is on user experience design guidelines and team development projects. |

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Effective Term</th>
<th>Justification</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIGM025</td>
<td>Introduction to Internet Marketing</td>
<td>Fall, 2020</td>
<td>This course was revised to meet Title 5 standards, updates include changes to the course description, specifications, textbook and distance education.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Units</th>
<th>Lecture</th>
<th>Laboratory</th>
<th>Work Experience</th>
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<td>1</td>
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<tr>
<th>Grade Options</th>
<th>Prerequisite</th>
<th>Co-requisite</th>
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</thead>
<tbody>
<tr>
<td>Pass/No Pass</td>
<td>NONE</td>
<td>NONE</td>
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</tbody>
</table>

| Course Description | This course introduces topics pertinent to foundation skills in web marketing. The course focuses on determining customer need, building a marketing framework, developing a brand's story, and strategies for traffic acquisition and developing long term relationships with customers. Other topics covered include: search engine optimization, web analytics and using a diverse range of media (video, ads, blogs) in order to develop a compelling marketing campaign. |

<table>
<thead>
<tr>
<th>Course Code</th>
<th></th>
</tr>
</thead>
</table>
Course Title: Advanced Internet Marketing

Effective Term: Fall, 2020

Justification: This course was revised to meet Title 5 standards. Updates include changes to the course description, specifications, textbook and distance education.

Units: 1
Lecture: 1
Laboratory: 0
Work Experience: 0

Grade Options: Pass/No Pass

Prerequisite: NONE
Co-requisite: NONE
Advisory: DIGM 025

Course Description: This course focuses on writing an online marketing plan. This course also covers marketing software tools and services used in developing and managing a marketing strategy.

DIGM086
Course Title: Portfolio Development

Effective Term: Fall, 2020

Justification: This course was revised to meet Title 5 standards. Updates include changes to the course title, description, specifications, textbook and distance education.

Units: 3
Lecture: 2
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade methods

Prerequisite: NONE
Co-requisite: NONE

Course Description: This course is designed for students committed to developing a portfolio for work, transfer, and other purposes. The course covers identifying professional goals, analyzing different types of portfolios, legal and ethical issues pertinent to the field, and developing a professional skills based resume. All portfolios are presented at the end of the semester.

ENGL001CH
Course Title: Honors Critical Thinking and Writing

Effective Term: Fall, 2020

Justification: This course is slated for mandatory revision and DE has been added as a mode for offering this course. Areas updated in the revision are: Description, Methods of Instruction, Methods of Evaluation, Objectives, Assignments, Content, and Textbooks.
Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade methods

Prerequisite: ENGL 001A
Co-requisite: NONE

Course Description: Honors Critical Thinking and Writing uses the pedagogical methods common to all Honors courses: writing-intensive, collaborative, and experiential instruction. As an honors course, there is a focus on analytical writing and an emphasis on a higher degree of student participation and leadership in class discussions and other interactive teaching/learning techniques that are generally unsuitable for larger undergraduate classes. This course offers instruction and practice in methods of critical thinking and formal argument writing, emphasizing the following: the principles of classical argument structure and methods of reasoning; analysis and evaluation of rhetorical argument; identification of the assumptions underlying a given argument; identification and critique of fallacies in arguments; and analysis of language use and its implications in argument writing. Students in this course have the opportunity to practice critical thinking by writing substantive arguments, essays, and a documented research paper.

ENGL013
Course Title: U.S. Latino Literature

Effective Term: Fall, 2020

Justification: This revision is for recency and includes a title change from Latino/Chicano Literature to U.S. Latino Literature. Areas updated are Course Description, Distance Education, Methods of Instruction, and Methods of Evaluation.

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Pass/No Pass, Letter Grade methods

Prerequisite: NONE
Co-requisite: NONE
Advisory: ENGL 001A

Course Description: This course examines and contextualizes representative literary texts written in (or translated to) English by authors who (since the sixteenth century, through the emergence of the "Latino Literature" movement in the twentieth century, and up to now) have self-identified as American Latinos and have addressed the varied traditions, conflicts, and transformations experienced by American Latinos.

ENGR010
Course Title: Introduction to Engineering

Effective Term: Fall, 2020

Justification: In this course, we have added the following labs and related supporting lecture materials: a) Power measurement of Solar cells b) Power measurement of Windturbine c) Lab exercises using Arduino software. The course description was also updated.
<table>
<thead>
<tr>
<th>Units</th>
<th>Lecture</th>
<th>Laboratory</th>
<th>Work Experience</th>
<th>Grade Options</th>
<th>Prerequisite</th>
<th>Co-requisite</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>3</td>
<td>1</td>
<td>0</td>
<td>Pass/No Pass, Letter Grade methods</td>
<td>NONE</td>
<td>NONE</td>
</tr>
</tbody>
</table>

**Course Description:** This introductory course explores the different engineering disciplines to assist students in a choice of a major in engineering. Prospective engineering students have the opportunity to learn about experimentation, data analysis, problem-solving, engineering software, basic computer programming, and the engineering design process.

**ENGR021**  
**Course Title:** Intro Computing for Scientists and Engineers  
**Effective Term:** Fall, 2020  
**Justification:** This course is being revised to meet Title 5 standards. Changes are made to the course outline and on updated textbooks.

<table>
<thead>
<tr>
<th>Units</th>
<th>Lecture</th>
<th>Laboratory</th>
<th>Work Experience</th>
<th>Grade Options</th>
<th>Prerequisite</th>
<th>Co-requisite</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>2</td>
<td>1</td>
<td>0</td>
<td>Letter Grade methods</td>
<td>NONE</td>
<td>NONE</td>
</tr>
</tbody>
</table>

**Course Description:** This course emphasizes the use of the computer as a tool using the C++ programming language to solve scientific and engineering problems. Topics include program design, algorithms, development, documentation, and elementary data structures.

**FDAT084**  
**Course Title:** Fashion Design Internship  
**Effective Term:** Fall, 2020  
**Justification:** This course is revised to comply with Title 5 CTE requirement. Lecture portion of the course is removed. This course will be offered in Work Study course format. The course units change from 1 unit lecture and 2 unit work experience to 3 units work experience.

<table>
<thead>
<tr>
<th>Units</th>
<th>Lecture</th>
<th>Laboratory</th>
<th>Work Experience</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>0</td>
<td>0</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>
**Grade Options:** Pass/No Pass, Letter Grade methods

**Prerequisite:** NONE  
**Co-requisite:** NONE  
**Advisory:** FDAT 056, FDAT 052A, FDAT 044 and FDAT 030

**Course Description:** This course provides students with the opportunity to apply knowledge/skills learned in the Fashion Design Program through an internship in an apparel firm or design department under the supervision of a fashion professional. The course provides the opportunity for direct industry experience as well as a forum to discuss various aspects of employment in the apparel industry. Each Internship must focus on a different company or department to provide a unique learning opportunity.

### HIST004A

**Course Title:** Western Civilization I: Prehistory to 1500 CE  
**Effective Term:** Fall, 2020  
**Justification:** This course is being revised as part of our regular course revision process. We updated SLO, course content and instructional materials, assignments and methods of instruction.

**Units:** 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0

**Grade Options:** Letter Grade methods

**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** History 4A is a survey of the political, economic, social, cultural and religious development of western civilization from prehistoric times through the Protestant Reformation. Subject areas include Mesopotamia, Egypt, the Old Testament, Greece, Rome, The Middle Ages, the rise of Christianity, the Renaissance, and Protestant Reformation.

### HIST004B

**Course Title:** Western Civilization II: 1500 CE to Present  
**Effective Term:** Fall, 2020  
**Justification:** This course is being revised as part of our regular course revision process. We reviewed SLOs, updated course content, course description and instructional materials, assignments, and methods of instruction.

**Units:** 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0

**Grade Options:** Letter Grade methods

**Prerequisite:** NONE  
**Co-requisite:** NONE
**Course Description:** History 004B is a survey of the political, social, economic and cultural development of western civilization from 1500 to the present. The course starts with the Reformation, English Revolution, the Scientific Revolution/Enlightenment and the French revolution. The course continues with the rise of nationalism, socialism, and imperialism in the 19th century, while World Wars I and II, the Russian Revolution, fascism/Nazism, the Cold War, and the contemporary age are features for the 20th and 21st centuries.

**HIST005A**
**Course Title:** World History: Prehistory to 1500

**Effective Term:** Fall, 2020

**Justification:** This course is being revised as part of our regular course revision process. We reviewed SLOs, updated course content and instructional materials, assignments and methods of instruction.

**Units:** 3
Lecture: 3
Laboratory: 0
Work Experience: 0

**Grade Options:** Letter Grade methods

**Prerequisite:** NONE
**Co-requisite:** NONE

**Course Description:** This course provides a comparative, interactive investigation and analysis of World History as related to the development of the modern world. Five geographic regions surveyed include: Asia/Pacific Islands, Africa, Europe, North America and South America. Students are introduced to the major historical trends and developments in World History from Prehistory to 1500. The methods of historical analysis and interpretation are addressed through survey of cultural, economic, political, social and technological similarities and differences between civilizations. The course examines issues relevant to understanding race, culture, class, ethnicity, gender, religion, disabilities and sexualities in human societies through World History.

**HIST005B**
**Course Title:** World History from 1500

**Effective Term:** Fall, 2020

**Justification:** This course is being revised as part of our regular course revision process. We reviewed SLOs, updated course content and instructional materials, assignments and methods of instruction.

**Units:** 3
Lecture: 3
Laboratory: 0
Work Experience: 0

**Grade Options:** Letter Grade methods

**Prerequisite:** NONE
**Co-requisite:** NONE

**Course Description:** This course provides a comparative and interactive investigation of World History as related to the development of the modern world. Five geographic areas surveyed include: Africa, Asia/Pacific Islands, Europe, North
and South America. Students are introduced to the major historical events and trends in world history from 1500.
Historical analysis and interpretations are surveyed through comparative examination of the economic, cultural, political,
social and technological commonalities and differences between human societies. The course examines the implications
of race, gender, class, ethnicity, religion, disability, and sexualities in human societies over time.

**INTD029**  
**Course Title:** Green and Sustainable Design  
**Effective Term:** Fall, 2020  
**Justification:** This course is being revised to meet Title 5 standards. This revision includes a change to the course title and
course description.

**Units:** 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0

**Grade Options:** Pass/No Pass, Letter Grade methods

**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** This course introduces students to the history, philosophy, and principles of environmentally
responsible design. Through the study of local, national, and international research of green and sustainable design, the
implications of design decisions on the environment and living beings are explored. Research and evaluation of green
and sustainable products, components, processes, and construction are conducted.

**KINA9.07**  
**Course Title:** Intercollegiate Soccer-Men  
**Effective Term:** Fall, 2020  
**Justification:** Added a pre-requisite to enroll in an intercollegiate athletic team.

**Units:** 3  
Lecture: 0  
Laboratory: 3  
Work Experience: 0

**Grade Options:** Pass/No Pass, Letter Grade methods

**Prerequisite:** KINA 9.30 or KINA 9.47  
**Co-requisite:** NONE

**Course Description:** This course provides intercollegiate men’s soccer competition. Students are given the opportunity to
develop a high degree of soccer skills and demonstrate these skills in a match situation. These skills include offensive and
defensive techniques, and rules of the game. Students are also given the opportunity to develop an increased level of
cardiovascular fitness that will allow them to compete at the intercollegiate level.

**KINS2.02**  
**Course Title:** Lifeguard Training
**Effective Term:** Fall, 2020

**Justification:** This course is being revised to add distance education and to change the methods of instruction, SAM code was updated. A 1/2 lecture unit is being added and lab units have decreased. The course description has been updated.

**Units:** 1
- Lecture: 0.5
- Laboratory: 0.5
- Work Experience: 0

**Grade Options:** Pass/No Pass, Letter Grade methods

**Prerequisite:** NONE
**Co-requisite:** NONE
**Advisory:** Intermediate swimming proficiency, a minimum of swimming 500 yards continuously, is recommended.

**Course Description:** This course provides students the opportunity to acquire skills necessary to save patrons in and around aquatic facilities and in general emergency situations. Successful completion of this course qualifies one for the American Red Cross Lifeguard Certification, First Aid, CPR, and AED. Red Cross Lifeguard Certification is valid for two years from the date of successful completion.

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**KINS4.12**

**Course Title:** Fitness-Stretch and Flex

**Effective Term:** Fall, 2020

**Justification:** This update reflects minor updates/revisions as required. 1) Additional opportunities for student engagement and feedback was added by scheduling opportunities for face to face mastering muscle names and stretches. 2) A revision in the techniques used to assess flexibility has been updated. This is called FMS, Functional Movement Screening. It is considered the "gold" standard in movement screening. This also reinforces the education of our Personal Trainer students enrolled in the class. 3) An additional opportunity for group collaboration and connection was added encouraging students to create a 30-second video demonstrating muscle anatomy recognition and stretch technique. 4) Changes to the course description.

**Units:** 1
- Lecture: 0
- Laboratory: 1
- Work Experience: 0

**Grade Options:** Pass/No Pass, Letter Grade methods

**Prerequisite:** NONE
**Co-requisite:** NONE

**Course Description:** This course explores the technique, theory, and benefits of acquiring flexibility through a variety of stretching exercises. Particular attention is devoted to back care, core strength, functional movement screening (FMS), relaxation, proper breathing techniques, and muscle anatomy education with prescriptive stretching.

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**MATH000D**

**Course Title:** Trigonometry

**Effective Term:** Fall, 2020
Justification: The math department is updating the course to keep current and adjust formatting.

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade methods

Prerequisite: MATH 104 or 104R AND MATH 106 or 106R
Co-requisite: NONE

Course Description: This course covers the study of trigonometric functions. Topics include graphs, inverses, identities and proofs related to trigonometric expressions, trigonometric equations, solving right and oblique triangles, and the introduction to vectors.

MUSC004A
Course Title: Music Theory Level 3

Effective Term: Fall, 2020

Justification: This revision lowers the units, reflecting the removal of the Musicianship lab with the creation of MUSC 020C. The course description was also updated.

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Pass/No Pass, Letter Grade methods

Prerequisite: MUSC 003B
Co-requisite: NONE

Course Description: This course builds upon the concepts from Music Theory Level 2, incorporating the study of advanced harmonic, rhythmic, and melodic materials, with emphasis on chromatic harmony, survey and analysis of musical styles, and period techniques. Through four-part writing and analysis of diatonic and chromatic chords, the course includes an introduction to chromatic harmony; secondary/applied chords; modulation; borrowed chords; chromatic pre-dominants; chromatic embellishing chords; as well as chromatic third relationships.

Music majors are required to take MUSC 020C concurrent with this course. Non-majors are encouraged but not required to take MUSC 020C concurrent with this course. Concurrent enrollment in MUSC 31A/B Beginning Piano is strongly encouraged for all students.

MUSC004B
Course Title: Music Theory Level 4

Effective Term: Fall, 2020

Justification: This revision lowers the units, reflecting the removal of the Musicianship lab with the creation of MUSC 020D. The course description was also changed. The lab was removed from the course as well and lecture units reduced.
### MUSC007

**Course Title:** Film Music Appreciation  
**Effective Term:** Fall, 2020  
**Justification:** This course revision is due to a mandatory revision requirement. This course currently has distance education delivery and is being revised to maintain distance education as a delivery platform. The SAM code was also corrected.

| Units: 3  
| Lecture: 3  
| Laboratory: 0  
| Work Experience: 0  
| Grade Options: Pass/No Pass, Letter Grade methods  
| Prerequisite: NONE  
| Co-requisite: NONE  

**Course Description:** This course explores film music appreciation. The evolution of film music is traced from early film to present day movies. The course surveys how music is used to support animation and trailers. Notable film composers and their relationships with film directors are covered.

### MUSC010

**Course Title:** Music Appreciation  
**Effective Term:** Fall, 2020  
**Justification:** In this mandatory revision, changes were made to the course description, methods of instruction, methods of evaluation, assignments, textbook, SLOs, course outline and distance education.
This is an introductory course for students without previous training in music. Students have the opportunity to develop an enjoyment and appreciation through active and guided listening to such musical forms as symphony, opera, tone poems, ballet, and concerto from early times to the present. This course is suitable for both music majors and non-majors.

MUSC020A
Course Title: Musicianship Level 1
Effective Term: Fall, 2020

Justification: This mandatory revision made changes to methods of instruction and evaluation, textbook, SLOs, the course outline, and the addition of the C-ID.

Units: 1
Lecture: 0
Laboratory: 1
Work Experience: 0

Grade Options: Pass/No Pass, Letter Grade methods
Prerequisite: NONE
Co-requisite: NONE
Advisory: MUSC 005

Course Description: Required for music majors, this course is a laboratory in ear training and sight-singing and must be taken concurrently with MUSC 003A. This class provides a systematic training in the ability to hear music elements of melody, harmony and rhythm, and to perform melodic, harmonic and rhythmic elements, dictation and analysis.
### MUSC030B

**Course Title:** Beginning Piano, Level 2  
**Effective Term:** Fall, 2020  
**Justification:** This course revision changes the Course Description, Prerequisite, Course Objectives, Methods of Evaluation, SLOs, and Course Outline to more closely align with the C-ID descriptor, per Articulation Request from San Jose State University.

**Units:** 1  
- Lecture: 0.5  
- Laboratory: 0.5  
- Work Experience: 0

**Grade Options:** Pass/No Pass, Letter Grade methods

**Prerequisite:** MUSC 030A  
**Co-requisite:** NONE

**Course Description:** This is the second course in the beginning piano series. In this course students have the opportunity refine and further develop beginning keyboard skills, focusing on piano technique, major scales and arpeggios, sight-reading, chord progressions, and harmonization and transposition skills as encountered in beginning to intermediate piano music, equivalent to the second half of Bartok’s Mikrokosmos Book 1.

### MUSC031A

**Course Title:** Intermediate Piano Level 3  
**Effective Term:** Fall, 2020  
**Justification:** This course revision changes the Course Description, Prerequisite, Course Objectives, and Methods of Evaluation to more closely align with the C-ID descriptor.

**Units:** 1  
- Lecture: 0.5  
- Laboratory: 0.5  
- Work Experience: 0

**Grade Options:** Pass/No Pass, Letter Grade methods

**Prerequisite:** MUSC 030B  
**Co-requisite:** NONE

**Course Description:** This course, the third in a series of four, allows students to refine and develop beginning keyboard
skills learned in MUSC 030B. Piano technique, major and minor scales and arpeggios, sight-reading, expanded chord progressions, and harmonization and transposition skills are encountered in intermediate piano music.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Effective Term</th>
<th>Justification</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSC031B</td>
<td>Intermediate Piano Level 4</td>
<td>Fall, 2020</td>
<td>This course revision changes the course description, Prerequisites, Limitations to Enrollment, GE transferability, Course Objectives, CSLO, and Course Outline to more closely align with the trajectory of the C-ID descriptors.</td>
</tr>
</tbody>
</table>

**Units:** 1  
Lecture: 0.5  
Laboratory: 0.5  
Work Experience: 0  

**Grade Options:** Pass/No Pass, Letter Grade methods

**Prerequisite:** MUSC 031A  
**Co-requisite:** NONE

**Course Description:** This course, a continuation of MUSC 031A, will allow students to refine and develop beginning keyboard skills. Piano technique, major and minor scales and arpeggios, sight-reading, expanded chord progressions, and harmonization and transposition skills are encountered in intermediate piano music equivalent to the second half of Bela Bartok’s Mikrokosmos Book 2.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Effective Term</th>
<th>Justification</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSC036B</td>
<td>Beginning/Intermediate Guitar - Level 2</td>
<td>Fall, 2020</td>
<td>This course revision changes the course description, learning outcomes and course outline to more closely align with CSU expectations.</td>
</tr>
</tbody>
</table>

**Units:** 1  
Lecture: 0.5  
Laboratory: 0.5  
Work Experience: 0  

**Grade Options:** Pass/No Pass, Letter Grade methods

**Prerequisite:** NONE  
**Co-requisite:** NONE  
**Advisory:** MUSC 036A

**Course Description:** This beginning-intermediate level course emphasizes the development of extended guitar techniques, reading music, and playing in first through third position. The course is a continuation of training in the classical guitar tradition using the guitar methods of a variety of 18th and 19th century musicians, addressing various techniques including arpeggios, slurs, and barre chords.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Effective Term</th>
<th>Justification</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSC036C</td>
<td>Intermediate Guitar - Level 3</td>
<td>Fall, 2020</td>
<td>-</td>
</tr>
</tbody>
</table>

**Units:** 1  
Lecture: 0.5  
Laboratory: 0.5  
Work Experience: 0  

**Grade Options:** Pass/No Pass, Letter Grade methods

**Prerequisite:** NONE  
**Co-requisite:** NONE  
**Advisory:** MUSC 036A

**Course Description:** This beginning-intermediate level course emphasizes the development of extended guitar techniques, reading music, and playing in first through third position. The course is a continuation of training in the classical guitar tradition using the guitar methods of a variety of 18th and 19th century musicians, addressing various techniques including arpeggios, slurs, and barre chords.
Effective Term: Fall, 2020

Justification: This course revision changes the course description, learning outcomes and course outline to more closely align with CSU expectations.

Units: 1
Lecture: 0.5
Laboratory: 0.5
Work Experience: 0

Grade Options: Pass/No Pass, Letter Grade methods

Prerequisite: NONE
Co-requisite: NONE
Advisory: MUSC 036B

Course Description: This intermediate level course provides an emphasis on developing extended guitar techniques, reading music, and playing in first through 7th position. The course is a continuation of training in the classical guitar tradition using the guitar methods of a variety of 18th and 19th century musicians. The course provides opportunities for public performances on campus.

MUSC036D
Course Title: Intermediate/Advanced Guitar - Level 4

Effective Term: Fall, 2020

Justification: This course revision changes the course description, learning outcomes and course outline to more closely align with CSU expectations.

Units: 1
Lecture: 0.5
Laboratory: 0.5
Work Experience: 0

Grade Options: Pass/No Pass, Letter Grade methods

Prerequisite: NONE
Co-requisite: NONE
Advisory: MUSC 036C

Course Description: This advanced-intermediate level course, the final in a series of four, emphasizes reading music and playing in all positions of the guitar. The course addresses various techniques including arpeggios, tremolo, and artificial harmonics. The course requires public performances on campus and/or in the community.

MUSC064
Course Title: Sound Design

Effective Term: Fall, 2020

Justification: In this mandatory revision, the textbook, methods of instruction and methods of evaluation were revised. The TOP and SAM codes were also changed.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Effective Term</th>
<th>Justification</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSC065B</td>
<td>Recording Arts II</td>
<td>Fall, 2020</td>
<td>As part of the mandatory revision, an adjustment to textbook (addition of CLASSIC TEXT), the addition of Skills Test to Methods of Evaluation and a change in the TOP code were the only changes.</td>
</tr>
<tr>
<td>MUSC066</td>
<td>Digital Audio and Notation</td>
<td>Fall, 2020</td>
<td>This course revision is for the purpose of a mandatory revision, updates include changes to the course description. Distance education is being added to provide greater access for students who need the course as a requirement, students that are interested in the subject area, and students that do not live near campus.</td>
</tr>
</tbody>
</table>
**Prerequisite:** NONE  
**Co-requisite:** NONE  
**Advisory:** MUSC 005

**Course Description:** This course focuses on the basics of MIDI, music notation, the digital audio workstation, and digital audio terminology using industry standard technology.

**MUSC069A**  
**Course Title:** Songwriting, Level 1  
**Effective Term:** Fall, 2020

**Justification:** This revision corrects the omission of the words "Classic Text" next to the textbook, to be considered for articulation with UC. No other changes were made.

**Units:** 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0

**Grade Options:** Pass/No Pass, Letter Grade methods

**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** This course offers the commercial music student the opportunity to acquire basic skills in commercial music theory, specifically in preparation for MUSC 069B Songwriting, Level 2. No prior knowledge of music or music theory is required. This course explores basic music notation, rhythm and meter, scales, key signatures, intervals and inversions, triads, inversions of chords, and simple harmonic analysis.

**MUSC069B**  
**Course Title:** Songwriting, Level 2  
**Effective Term:** Fall, 2020

**Justification:** This revision was done solely to correct the textbooks which were not listed as classic. No other suitable materials exist. To meet new protocols, a third method of evaluation was added.

**Units:** 3  
Lecture: 2  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Pass/No Pass, Letter Grade methods

**Prerequisite:** MUSC 069A  
**Co-requisite:** NONE

**Course Description:** This course explores the process of songwriting. Songs are analyzed for chord structure, form, rhythm, melody, harmony, and lyrics. Original compositions and performances are expected from all students.

**OCEA010**  
**Course Title:** Introduction to Oceanography
Effective Term: Fall, 2020

Justification: This revision updates the course textbook materials.

Units: 4
Lecture: 3
Laboratory: 1
Work Experience: 0

Grade Options: Pass/No Pass, Letter Grade methods

Prerequisite: NONE
Co-requisite: NONE

Course Description: This course presents some of the more important phenomena of oceanography with emphasis on seafloor plate tectonics, marine geology, ocean chemistry, ocean physics, and marine ecology. The laboratory section complements the lecture with hands-on experience through lab exercises, demonstrations, and field trips.

PARA023
Course Title: Legal Research and Writing

Effective Term: Fall, 2020

Justification: The Paralegal department is revising this course to add distance education and to reduce the total units from 3 to 2. A portion of what this class currently teaches is being covered in greater depth in PARA 68. The course description was also edited. The SAM code for the course was also changed.

Units: 2
Lecture: 2
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade methods

Prerequisite: PARA 018 and 019 and 068
Co-requisite: NONE

Course Description: This course provides an in-depth study of the skills required by the paralegal to do legal research. The primary emphasis of the course is on how to find statutes and case law applicable to a legal issue. The course also covers analytical skills needed to create a research plan and to communicate research results.

PARA035A
Course Title: Practical Procedures for Probate

Effective Term: Fall, 2020

Justification: The Paralegal department is revising this course to add distance education. The following areas were updated: Methods of Instruction, Course Outline, and Distance Education. The SAM code for the course was also changed.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Effective Term</th>
<th>Justification</th>
</tr>
</thead>
<tbody>
<tr>
<td>PARA043</td>
<td>Law Office Management</td>
<td>Fall, 2020</td>
<td>This course is being revised to add distance education. The total units are also being revised (reduced from 3 to 2 units), as a new class PARA 90 is being reviewed. PARA 90 covers a portion of the current content from this course. The title was changed from &quot;Law Office Management and Technology&quot; to &quot;Law Office Management.&quot; The following areas were updated: Course Title, Units, Distance Education, Textbooks, and Course Outline. The SAM code for the course was also changed.</td>
</tr>
<tr>
<td>PHYS002A</td>
<td>General Physics - Mechanics</td>
<td>Fall, 2020</td>
<td>1. Selected the pertinent Objectives and Outcomes from the prerequisite courses used by PHYS 002A. 2. Updated the Course Objectives. 3. Added additional methods of instruction, including in-class Instructor Facilitated Discussion and out of class Instructor Facilitated Discussion. 4. Added new Methods of Evaluation and their Rationale for &quot;Lecture Participation&quot;, &quot;Laboratory Participation&quot;, and &quot;Laboratory Reports&quot;. 5. Added the option to allow students to gain credit by Exam/Challenge and to allow students to audit the course.</td>
</tr>
</tbody>
</table>

### PARA043

**Course Title:** Law Office Management  
**Effective Term:** Fall, 2020  
**Justification:** This course is being revised to add distance education. The total units are also being revised (reduced from 3 to 2 units), as a new class PARA 90 is being reviewed. PARA 90 covers a portion of the current content from this course. The title was changed from "Law Office Management and Technology" to "Law Office Management." The following areas were updated: Course Title, Units, Distance Education, Textbooks, and Course Outline. The SAM code for the course was also changed.

**Units:** 2  
**Lecture:** 2  
**Laboratory:** 0  
**Work Experience:** 0  
**Grade Options:** Letter Grade methods  
**Prerequisite:** NONE  
**Co-requisite:** NONE  
**Course Description:** This course is designed to introduce the student to the composition of, and the functions performed in, a law office on a day-to-day basis. It includes an in-depth review of various time keeping, accounting, and records management systems. In addition, it explores the use of various types of computers and other business machines found in a law office and the different types of software that are utilized.

### PHYS002A

**Course Title:** General Physics - Mechanics  
**Effective Term:** Fall, 2020  
**Justification:** 1. Selected the pertinent Objectives and Outcomes from the prerequisite courses used by PHYS 002A. 2. Updated the Course Objectives. 3. Added additional methods of instruction, including in-class Instructor Facilitated Discussion and out of class Instructor Facilitated Discussion. 4. Added new Methods of Evaluation and their Rationale for "Lecture Participation", "Laboratory Participation", and "Laboratory Reports". 5. Added the option to allow students to gain credit by Exam/Challenge and to allow students to audit the course.

**Units:** 5  
**Lecture:** 4
### PSCI020
**Course Title:** Weather and Climate

**Effective Term:** Fall, 2020

**Justification:** This course was revised to meet Title 5 standards. The textbooks and description of the course were updated.

**Units:** 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0

**Grade Options:** Pass/No Pass, Letter Grade methods

**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** This course is an introduction to the study of the Earth's atmosphere. The topics covered include atmospheric structure and composition, solar radiation, energy balances, temperature, seasonal changes, atmospheric moisture, clouds and fog, precipitation, air pressure, winds, air masses and fronts, thunderstorms and tornados, tropical cyclones, weather forecasting, California climate and weather, global climate and weather, and climate change.

### PSYC001
**Course Title:** General Psychology

**Effective Term:** Fall, 2020

**Justification:** This course is being revised to meet Title 5 standards. Updates include changes to course description, CSLOs and distance learning,

**Units:** 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0

**Grade Options:** Letter Grade methods

**Prerequisite:** NONE  
**Co-requisite:** NONE
Course Description: This course introduces students to general psychology as a behavioral science with an emphasis on the scientific study of behavior and mental processes. The content focuses on the exploration of major psychological theories and concepts, methods, and research findings in psychology.

**PSYC007**  
Course Title: Physiological Psychology  
Effective Term: Fall, 2020  
Justification: This course is being revised to meet Title 5 standards. Updates include changes to course description, CSLOs and distance learning.

Units: 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0

Grade Options: Letter Grade methods

Prerequisite: PSYC 001  
Co-requisite: NONE

Course Description: This course provides an introduction to the scientific study of the physiological substrates of behavior and its fundamental role in the neurosciences. Among the areas covered are physiological, hormonal, and neurochemical mechanisms, and brain-behavior relationships underlying sensation, perception, regulatory processes, emotion, learning, memory, and psychological disorders.

**PSYC017**  
Course Title: Introduction to Social Psychology  
Effective Term: Fall, 2020  
Justification: This course is being revised to meet Title 5 standards. Updates include changes to the course description, TOP code, CSLOs and course outline

Units: 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0

Grade Options: Letter Grade methods

Prerequisite: NONE  
Co-requisite: NONE

Course Description: This course is an introduction to the field of social psychology which examines the factors that shape the actions and thoughts of individual human beings in social settings. Specifically, the course covers how people think about, influence, and relate to one another, how we construct our social reality via cognitive processes, and how personal attitudes, dispositions, and situational variables, shape our behavior.

**PSYC025**  
Course Title: Introduction to Abnormal Psychology
Effective Term: Fall, 2020

Justification: This course is being revised to meet Title 5 standards. Updates include changes to the course description, CSLOs and distance learning.

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Pass/No Pass, Letter Grade methods

Prerequisite: PSYC 001
Co-requisite: NONE

Course Description: This course introduces the scientific study of psychopathology and atypical behaviors. Students investigate abnormal behavior from a variety of perspectives including biological, psychological, and sociocultural approaches. An integrative survey of theory and research in abnormal behavior, and intervention and prevention strategies for psychological disorders are also introduced.

READ960
Course Title: Reading Fundamentals

Effective Term: Fall, 2020

Justification: NCRE 960 is a proposed new course, and since the two courses are designed as mirror courses, this course needed to be updated and relaunched to match. Areas changed are: Course description, content, Assignments, textbooks, and Objectives and SLOs.

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Pass/No Pass, Letter Grade methods

Prerequisite: NONE
Co-requisite: NONE

Course Description: This course is designed to improve vocabulary and reading comprehension to prepare students to function at the college level and in the workforce.

SOCI001
Course Title: Introduction to Sociology

Effective Term: Fall, 2020

Justification: This course was updated to meet Title 5 standards, including updates to Course Description, Methods of Instruction, Methods of Evaluation, textbook, Course Objectives, and Course Outline.
<table>
<thead>
<tr>
<th>Units: 3</th>
<th>Lecture: 3</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Laboratory: 0</td>
</tr>
<tr>
<td></td>
<td>Work Experience: 0</td>
</tr>
</tbody>
</table>

**Grade Options:** Pass/No Pass, Letter Grade methods

**Prerequisite:** NONE

**Course Description:** This course is an introduction to the field of sociology as a scientific discipline; emphases on global studies, cross-cultural analysis, and American cultural diversity in terms of cultural heritage and national origin, race/color/ethnicity, social class, gender/sexuality/women's studies, family structure, age, ability, religion, language, and sensitivity to all other forms of social and cultural diversity; examination of human societies from various sociological perspectives; analysis of the relationship between personality development and the sociocultural environment; the comparative presentation of social institutions and possible influences on behavior.

### SOCI002

**Course Title:** Social Problems

**Effective Term:** Fall, 2020

**Justification:** This course is being revised to meet Title 5 standards. Updates include changes to: course outline, methods of instruction, methods of evaluation, assignments, textbooks, DE, SLOs, course objectives, and course description.

<table>
<thead>
<tr>
<th>Units: 3</th>
<th>Lecture: 3</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Laboratory: 0</td>
</tr>
<tr>
<td></td>
<td>Work Experience: 0</td>
</tr>
</tbody>
</table>

**Grade Options:** Pass/No Pass, Letter Grade methods

**Prerequisite:** NONE

**Course Description:** This social problems course identifies and analyzes contemporary social problems, with emphases on the U.S., cross-cultural comparisons, and globally. The course focuses on the role of power and ideology in the definition of social problems, identifying the causes of various social problems and consequences, and evaluating proposed solutions. The course provides a comprehensive overview in current events, policy debates, and emerging social trends.

### SOCI003

**Course Title:** Social Psychology: A Sociological Perspective

**Effective Term:** Fall, 2020

**Justification:** This is a mandatory revision to meet Title 5 standards, which includes updated Grading Options, Methods of Instruction, Methods of Evaluation, textbook, and Course Outline.

| Units: 3 | Lecture: 3 |
Laboratory: 0
Work Experience: 0

**Grade Options:** Pass/No Pass, Letter Grade methods

**Prerequisite:** NONE
**Co-requisite:** NONE

**Course Description:** This course considers how human interactions, social situations and other social environment factors impact individual human behavior, thoughts, feelings and the dynamics of groups. The power of the situation, other individuals, and the social group are examined. Students are encouraged to practice applying insights to social problems and day-to-day issues in their own lives. Emphasized topics include impression formation and management, self as socially constructed product of society, aggression, prejudice and stereotypes, interpersonal attraction, attitudes and attitude change, conformity, group phenomena, gender roles, cultural norms, person perception, and social cognition.

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**SOCI020**

**Course Title:** Sociology of Race and Ethnicity

**Effective Term:** Fall, 2020

**Justification:** This course is being revised to meet Title 5 standards. Updates include changes to: course outline, methods of instruction, methods of evaluation, assignments, textbooks, DE, SLOs, course objectives, and course description.

**Units:** 3
- Lecture: 3
- Laboratory: 0
- Work Experience: 0

**Grade Options:** Pass/No Pass, Letter Grade methods

**Prerequisite:** NONE
**Co-requisite:** NONE

**Course Description:** This sociology course analyzes race and ethnicity by addressing global dynamics, cross-cultural comparisons, and U.S. minorities. The course focuses on social interactional patterns and social structures, including economic, political, educational, religious, and other social institutions – that support or challenge racism, stratification, and inequality across the U.S. and globally. The course assesses efforts to promote racial harmony and solutions to address racial/ethnic inequality.

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**SOCI028**

**Course Title:** Sociology of Gender

**Effective Term:** Fall, 2020

**Justification:** This course is being revised to meet Title 5 standards. Updates include changes to: course outline, methods of instruction, methods of evaluation, assignments, textbooks, DE, SLOs, course objectives, and course description.

**Units:** 3
- Lecture: 3
- Laboratory: 0
- Work Experience: 0
Grade Options: Pass/No Pass, Letter Grade methods

Prerequisite: NONE
Co-requisite: NONE

Course Description: The course pursues sociological analyses of the social construction of masculinity and femininity cross-culturally. It examines the debates on gender. It analyzes the impact of social, economic, and political changes on gender expectations and practices. It focuses macro-analyses of how institutions shape gender and micro-analyses of how individuals are socialized and how they "do" and practice gender.

SOCI040
Course Title: Marriage and Family Sociology

Effective Term: Fall, 2020

Justification: This course is being revised to meet Title 5 standards. Updates include changes to the course description, grade options, methods of Instruction, Methods of Evaluation, CSLOs, Textbook, and Course Outline.

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Pass/No Pass, Letter Grade methods

Prerequisite: NONE
Co-requisite: NONE

Course Description: This course addresses empirical sociological analysis of family, marriage, dating, and mate selection. Historical changes are compared with the more recent trends in family form, problems, size, and sociological functions.

SOCI045
Course Title: Sociology of Human Sexuality

Effective Term: Fall, 2020

Justification: This is a mandatory revision to meet Title 5 standards, which includes updated Course Description, Methods of Instruction, Grading Options, Methods of Evaluation, textbook, and Course Outline.

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Pass/No Pass, Letter Grade methods

Prerequisite: NONE
Co-requisite: NONE

Course Description: The course examines the interplay of the sociological/ sociocultural perspective with psychological, biological, historical, technological, and other factors in human sexuality. Current sex norms, trends and various aspects of interpersonal and individual sexual adjustment are explored as they relate to larger social structures, institutions and processes.
THEA005A
Course Title: Introduction to Film/Video Production

Effective Term: Fall, 2020

Justification: This is a supplemental revision to get the course in line with the state CID descriptors in order to include the course in the Film, Television and Electronic Media AA-T degree. Changes include updates to the course description, units were changed from 3 units of lecture to 2 units of lecture and 1 unit of lab.

Units: 3
Lecture: 2
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade methods

Prerequisite: NONE
Co-requisite: NONE

Course Description: This course provides an introduction to the theory, terminology, and process of motion picture production for film and television. Topics include basic cinematography—including the operation, function, and creative uses of production and post-production equipment—script-writing, camera operation, shot composition, lighting, sound recording and mixing, and editing.

THEA006A
Course Title: Writing for Film and Television

Effective Term: Fall, 2020

Justification: This is a supplemental revision to get the course in line with the state CID descriptors in order to include the course in the Film, Television and Electronic Media AA-T degree. The course description was updated as well.

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade methods

Prerequisite: NONE
Co-requisite: NONE
Advisory: ENGL 001A (Eligible for ENGL 001A)

Course Description: This is an introductory course in script writing for film, television, and electronic media designed to provide students with the skills needed to prepare scripts in proper formats, including fundamental technical, conceptual, and stylistic issues related to writing fiction and non-fiction scripts for informational and entertainment purposes in film and electronic media. It includes a writing evaluation component as a significant part of the course requirement.

THEA007B
Course Title: Acting/Directing for Film and Television

Effective Term: Fall, 2020
### THEA015

**Course Title:** Introduction to Film Studies  
**Effective Term:** Fall, 2020

**Justification:** This is a supplemental revision to get the course in line with the state CID descriptors in order to include the course in the Film, Television and Electronic Media AA-T degree. Changes include updates to the TOP code and course description.

**Units:** 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0

**Grade Options:** Letter Grade methods

**Prerequisite:** NONE  
**Co-requisite:** NONE  
**Advisory:** ENGL 001A

**Course Description:** This course introduces the close analysis of film and television texts. Additionally, it examines the broad questions of form and content, aesthetics and meaning, and history and culture. The course explores the diverse possibilities presented by the cinematic art form through an examination of a wide variety of productions, national cinemas, and film movements. Topics covered include modes of production, narrative forms, visual design, editing, sound, genre, ideology, and critical analysis.
### NEW NONCREDIT/CONTINUING EDUCATION COURSES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Effective Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>NCCC002L</td>
<td>80-140 WPM Skill Development</td>
<td>Fall, 2020</td>
</tr>
</tbody>
</table>

**Justification:** The Court Reporting and Related Technologies program is being converted from a credit program to a short-term vocational noncredit program requiring the creation of new courses.

**Units:** 0 (48-54 Hours of Instruction)

- Lecture: 0
- Laboratory: 0
- Work Experience: 0

**Grade Options:** Satisfactory Progress

**Prerequisite:** NONE

**Co-requisite:** NONE

**Advisory:** NCCC 003

**Course Description:** Students have the opportunity to learn and apply speed-building techniques through highly-structured instructor-facilitated stenographic machine writing and/or voice writing practice tailored to individual skill level. Effective application of deliberate practice components include motivation, preexisting knowledge, immediate informative feedback, and repetition for skill reinforcement and development.

<table>
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<tr>
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<tbody>
<tr>
<td>NCCC003A</td>
<td>160-220 WPM Skill Development</td>
<td>Fall, 2020</td>
</tr>
</tbody>
</table>

**Justification:** The Court Reporting and Related Technologies program is being converted from a credit program to a short-term vocational noncredit program requiring the creation of new courses.

**Units:** 0 (48-54 Hours of Instruction)

- Lecture: 0
- Laboratory: 0
- Work Experience: 0

**Grade Options:** Satisfactory Progress

**Prerequisite:** NONE

**Co-requisite:** NONE

**Course Description:** Students have the opportunity to learn and apply speed-building techniques through highly-structured instructor-facilitated stenographic machine and voice writing practice tailored to individual skill level within the 160-220 word per minute range. Overcoming speed plateaus using various practice techniques will be discussed and applied. The production of accurately formatted four-voice testimony in compliance with Certified Shorthand Reporter examination requirements is presented and applied.

<table>
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</thead>
<tbody>
<tr>
<td>NCCC005</td>
<td>Voice Writing Theory</td>
<td>Fall, 2020</td>
</tr>
</tbody>
</table>
**Justification:** This course is being created to teach students the theory and basic techniques of voice writing because the Court Reporters Board of California approved voice writing for licensing court reporters in the State of California. Voice writing is also used in the fields of captioning and transcription.

**Units:** 0 (48-54 Hours of Instruction)  
Lecture: 0  
Laboratory: 0  
Work Experience: 0  

**Grade Options:** Satisfactory Progress

**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** Students have the opportunity to study and apply computer-compatible voice writing theory language and concepts necessary to write and read back basic English vocabulary at 120 words per minute with 90 percent accuracy.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title: 120-140 WPM Speed Goal</th>
</tr>
</thead>
<tbody>
<tr>
<td>NCCC012</td>
<td></td>
</tr>
</tbody>
</table>

**Effective Term:** Fall, 2020

**Justification:** The Court Reporting and Related Technologies program is being converted from a credit program to a short-term vocational noncredit program requiring the creation of new courses.

**Units:** 0 (190-200 Hours of Instruction)  
Lecture: 0  
Laboratory: 0  
Work Experience: 0  

**Grade Options:** Satisfactory Progress

**Prerequisite:** NONE  
**Co-requisite:** NONE  
**Advisory:** NCCC 005

**Course Description:** In this course, students have the opportunity to study and apply theory concepts to recognize and create stenographic and voice writing outlines for standard legal terminology and phraseology in addition to general speech and apply writing skills to attain a writing speed of 120-140 words per minute. Familiarization with workers’ compensation, personal injury, and real estate/property law terminology and corresponding stenographic outlines is emphasized through a variety of lectures, assignments, and class discussions. One five-hour courtroom observation is required.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title: 120-140 WPM: Multi-Voice Focus</th>
</tr>
</thead>
<tbody>
<tr>
<td>NCCC012M</td>
<td></td>
</tr>
</tbody>
</table>

**Effective Term:** Fall, 2020

**Justification:** The Court Reporting and Related Technologies program is being converted from a credit program to a short-term vocational noncredit program requiring the creation of new courses.

**Units:** 0 (112-126 Hours of Instruction)  
Lecture: 0
Laboratory: 0  
Work Experience: 0  

**Grade Options:** Satisfactory Progress  

**Prerequisite:** NONE  
**Co-requisite:** NONE  
**Advisory:** NCCC 005  

**Course Description:** In this course, students have the opportunity to study and apply theory concepts to recognize and create stenographic outlines and voice codes for standard legal terms and phrases necessary to attain a writing speed of 120-140 words per minute. Techniques for managing three and four different speakers are introduced. One five-hour courtroom observation is required.

---

**NCCC028**  
**Course Title:** Computer-Aided Transcription 2  
**Effective Term:** Fall, 2020  

**Justification:** The Court Reporting and Related Technologies program is being converted from a credit program to a short-term vocational noncredit program requiring the creation of new courses.  

**Units:** 0 (32-36 Hours of Instruction)  
Lecture: 0  
Laboratory: 0  
Work Experience: 0  

**Grade Options:** Satisfactory Progress  

**Prerequisite:** NONE  
**Co-requisite:** NONE  
**Advisory:** NCCC 008 or 008M  

**Course Description:** In this course, students have the opportunity to apply the theory and practice of Computer-Aided Transcription (CAT) as used in court reporting and related careers.

---

**NCCC033**  
**Course Title:** Medical Terminology  
**Effective Term:** Fall, 2020  

**Justification:** The Court Reporting and Related Technologies program is being converted from a credit program to a short-term vocational noncredit program requiring the creation of new courses.  

**Units:** 0 (50-54 Hours of Instruction)  
Lecture: 0  
Laboratory: 0  
Work Experience: 0  

**Grade Options:** Satisfactory Progress  

**Prerequisite:** NONE  
**Co-requisite:** NONE  

**Course Description:** Students have the opportunity to gain a basic understanding of medical terminology and how word
parts are combined to form most medical terms. Root words, prefixes, and suffixes and their meanings are covered along with the use of “combining vowels.” Vocabulary building, pronunciation, and spelling are emphasized. Stenographic machine writing and voice writing options are discussed.

<table>
<thead>
<tr>
<th>NCCC034</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Course Title:</strong> Medical Dictation</td>
</tr>
<tr>
<td><strong>Effective Term:</strong> Fall, 2020</td>
</tr>
</tbody>
</table>

**Justification:** The Court Reporting and Related Technologies program is being converted from a credit program to a short-term vocational noncredit program requiring the creation of new courses.

**Units:** 0 (34-38 Hours of Instruction)
- Lecture: 0
- Laboratory: 0
- Work Experience: 0

**Grade Options:** Satisfactory Progress

**Prerequisite:** NONE
**Co-requisite:** NONE
**Advisory:** NCCC 008 or 008M

**Course Description:** This course provides students the opportunity to develop and apply stenographic and voice writing skills for the production of transcripts containing standard medical terminology. Terminology common to various medical specialties is explained and anatomical terminology is reviewed. Stenographic and voice-writing outlines are presented. Dictation - from sources including medical publications, case histories, operative reports, and selected medical transcripts from legal proceedings - is provided for hands-on skills practice.

<table>
<thead>
<tr>
<th>NCCC043</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Course Title:</strong> Educational Captioning Internship</td>
</tr>
<tr>
<td><strong>Effective Term:</strong> Fall, 2020</td>
</tr>
</tbody>
</table>

**Justification:** This course is being created to enhance workforce preparation for students preparing for careers in captioning.

**Units:** 0 (40 Hour Internship)
- Lecture: 0
- Laboratory: 0
- Work Experience: 0

**Grade Options:** Satisfactory Progress

**Prerequisite:** NONE
**Co-requisite:** NONE
**Advisory:** NCCC 018 or 018M

**Course Description:** This course provides supervised internship training in the field of educational captioning. Transcript production of actual classroom dialog and descriptive narrative is required in this course.

<table>
<thead>
<tr>
<th>NCMA108</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Course Title:</strong> Essential Math for Basic Skills Students - Elementary Algebra Part 1</td>
</tr>
<tr>
<td><strong>Effective Term:</strong> Fall, 2020</td>
</tr>
</tbody>
</table>
**Justification:** Due to the implementation of AB 705, and because this course is 2 levels below transferability, it best serves our students to offer this as a non-credit course.

**Units:** 0 (32-36 Hours of Instruction)
- Lecture: 0
- Laboratory: 0
- Work Experience: 0

**Grade Options:** Satisfactory Progress

**Prerequisite:** NONE
**Co-requisite:** NONE

**Course Description:** The course covers the basic operations and properties of real numbers, exponential, polynomial, rational, and radical expressions. Other topics include first-degree equations, inequalities, and systems of equations.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Effective Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>NCMA109</td>
<td>Essential Math for Basic Skills Students - Elementary Algebra Part 2</td>
<td>Fall, 2020</td>
</tr>
</tbody>
</table>

**Justification:** Due to implementation of AB 705, and because this course is 2 levels below transferability, it best serves our students to offer this as a non-credit course.

**Units:** 0 (32-36 Hours of Instruction)
- Lecture: 0
- Laboratory: 0
- Work Experience: 0

**Grade Options:** Satisfactory Progress

**Prerequisite:** NONE
**Co-requisite:** NONE

**Course Description:** The course covers the basic operations and properties of real numbers; exponential, polynomial, rational, and radical expressions. Other topics include systems of equations; graphing; and quadratic, rational, and radical equations.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Effective Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>NCRE916</td>
<td>Reading for the Discipline</td>
<td>Fall, 2020</td>
</tr>
</tbody>
</table>

**Justification:** With the implementation of AB705, students are entering directly into college level courses and many need support to be successful in the reading and studying required for those classes. This course is designed to offer those skills within a content and without added cost to the student.

**Units:** 0 (16-18 Hours of Instruction)
- Lecture: 0
- Laboratory: 0
- Work Experience: 0

**Grade Options:** Satisfactory Progress
<table>
<thead>
<tr>
<th>Prerequisite:</th>
<th>NONE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Co-requisite:</td>
<td>NONE</td>
</tr>
</tbody>
</table>

**Course Description:** This course focuses on the reading (e.g. annotations, activating schema, previewing) and study skills such as time management, self-reflection, and concept cards, which are necessary to be successful in an academic discipline.

**NCRE960**  
**Course Title:** Reading Fundamentals  
**Effective Term:** Fall, 2020

**Justification:** This new course is designed to mirror the for-credit READ960. It is designed to meet the need of students looking to improve reading skills for the workforce or as a precursor to other college courses. The implementation of AB705 means that fewer students will enroll in credit reading courses. This course offers the repeatability that students may need to master the reading skill needed for the workforce or to enter college credit courses. This course can also support ESL students who need reading remediation or would benefit from further immersion in English prior to entering the workforce or college credit courses. This course would allow for students to receive as much or as little instruction and practice as they need.

**Units:** 0 (48-54 Hours of Instruction)  
Lecture: 0  
Laboratory: 0  
Work Experience: 0

**Grade Options:** Satisfactory Progress

<table>
<thead>
<tr>
<th>Prerequisite:</th>
<th>NONE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Co-requisite:</td>
<td>NONE</td>
</tr>
</tbody>
</table>

**Course Description:** This course is designed to improve vocabulary and reading comprehension to prepare students to function at the college level and in the workforce.
NCBU015
Course Title: The Entrepreneur Mind
Effective Term: Fall, 2020

Justification: The Business department is revising this course to change the grade option to Satisfactory Progress.

Units: 0 (8-12 Hours of Instruction)
Lecture: 0
Laboratory: 0
Work Experience: 0

Grade Options: Satisfactory Progress

Prerequisite: NONE
Co-requisite: NONE

Course Description: This course focuses on small business development skills for early-stage entrepreneurs. Topics covered include finding gaps between ideas and solutions; achieving goals by focusing on what remains to be done; increasing motivation by accelerating accomplishments while avoiding distractions; adapting to constantly changing environments to stay one step ahead of competition; turning setbacks into strengths and learning from failure; building diverse teams and networking minds to solve complicated problems; and fostering collaboration through exchanges of generosity in an ever transparent world. This course is intended for those seeking to develop entrepreneurial insights that increase probability of launching successful small businesses.
These certificates are being deactivated because they have been replaced by the certificates brought forward in Spring, 2019 and subsequently approved.

- Administrative Management, Certificate of Achievement
- Business Communication, Certificate of Achievement
- Business Administration, Certificate of Achievement
- Business Leadership Skills, Certificate of Achievement
- Professional Selling, Certificate of Achievement
- Project Management, Certificate of Achievement
- Small Business Startup, Certificate of Achievement
- Marketing, Certificate of Achievement
- Human Relations in Business, Certificate of Achievement
SUBJECT: CONSIDER APPROVAL OF CURRICULUM CHANGES AT MISSION COLLEGE

CHANCELLOR’S RECOMMENDATION:
That the Board of Trustees approve the curriculum changes at Mission College as presented.

Funding Source/Fiscal Impact
The General Fund is the major source for the cost of instruction, which pertains to the offering of approved courses.

Reference(s)
Curriculum development and approval is an ongoing activity overseen by the Academic Senate, and its subordinate Curriculum Committee, and the Office of Instruction as per District Policy 4020. It is integrated into the Mission College Program Review process. It is emphasized in many sections of Standard II of the Accreditation Standards of the Accrediting Commission for Community and Junior Colleges. Likewise, it is regulated through Title 5 and WVMCCD District Policy 4020.

Background/Alternatives
As per District policy, the curriculum changes to programs and courses described herein have been considered and approved by the Curriculum Committee and the Articulation Officer. Each of the curriculum changes and the foregoing approvals has been further reviewed by the Chief Instructional Officer, the College President, and the District Chancellor. The Office of Instruction further certifies that the programs and courses described herein satisfy all applicable requirements of Title 5 and have also been submitted to the Associated Students Government of Mission College. Degrees
developed in compliance with State-approved Transfer Model Curricula (TMC) pursuant to SB-1440 (Padilla, 2010) have already been approved by the District Chancellor acting as designee for the Board of Trustees, and are being presented here as information items.

**Coordination**
Offerings have been coordinated between Mission College and West Valley College through a process of consultation.

**Follow-up/Outcomes**
Following Board approval of the curriculum changes, updates to catalogs and class schedules will be made, and campus marketing communications will reflect the changes, as appropriate. Courses which are archived will be removed from the College catalog; courses which are deleted will be removed both from the College catalog and from the state Curriculum Inventory.
Curriculum Summary

New Course - Credit
BUS 012  HOC 001A  LSR 942C

New Course - Noncredit
None

Credit Course Revision
BIO 030L  CHD 022  ESL 940RV  SPA 004
BUS 010  CHD 026  ESL 956GR  TRN 101
BUS 028A  CIS 007  GDS 035  TRN 141
BUS 037  EGR 010  GDS 041  TRN 142
BUS 040  EGR 010H  GDS 043A  TRN 143
BUS 052  EGR 024  GDS 056  TRN 144
BUS 054  EGR 024L  GDS 082  TRN 151
BUS 061  EGR 030  INF 050  TRN 152
CHD 016  ENG 006B  PSY 007  TRN 153
CHD 017  ENG 048  SPA 001  TRN 154
CHD 018  ESL 940GW  SPA 002  TRN 155

Non-credit Course Revision
None

Administrative Change
None

Prerequisites
BIO 030L  EGR 024L  ESL 940RV  SPA 002
CHD 026  EGR 030  PSY 007  SPA 004
EGR 024  ESL 940GW  SPA 001

Distance Education
BUS 010  BUS 061  EGR 024  GDS 056
BUS 012  CHD 017  EGR 030  GDS 082
BUS 028A  CHD 018  ENG 006B  LSR 942C
BUS 037  CHD 022  ESL 956GR  PSY 007
BUS 040  CIS 007  GDS 035
BUS 052  EGR 010  GDS 041
BUS 054  EGR 010H  GDS 043A
Credit Course Deletion
BUS 027   BUS 055   BUS 077A   BUS 086A
BUS 054A   BUS 077   BUS 081A   BUS 204

New Program – Credit
Business Information Professional 1 Certificate of Achievement
Nutrition and Dietetics Associate in Science for Transfer (AS-T)

New Program – Non-Credit
English for Careers in Food Service Certificate of Competency
Community Health Worker Certificate of Completion

Program Revision - Credit
Art History Associate in Arts for Transfer (AA-T)
Biological Sciences Associate in Science
Human Biology Associate in Science
Business Associate in Science
Communication Studies Associate in Arts for Transfer (AA-T)
English Associate in Arts for Transfer (AA-T)
History Associate in Arts for Transfer (AA-T)
HVC Refrigeration and Air Conditioning Technology Associate in Science
HVC Refrigeration and Air Conditioning Technology Certificate of Achievement
Mathematics Associate in Science
Plumbing and Pipefitting Associate in Science
Plumbing and Pipefitting Technology Certificate of Achievement
Spanish Associate in Arts for Transfer (AA-T)
TRN Coach Operator Certificate of Achievement
TRN Overhead Line Worker Certificate of Achievement
TRN Service Mechanic Apprenticeship Certificate of Achievement
TRN Track Worker Apprenticeship Certificate of Achievement

Program Deletion
None
NEW COURSES – CREDIT (Content review completed)

All courses without a 900 number designation have advisories of eligibility for ENG 001A or ENG 001AX and REA 054.

BUSINESS

BUS 012 – International Financial Management
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This course will focus on the fundamental principles of corporate finance in today’s global business environment. It introduces international finance with a focus on the important role of modern multinational corporations in global commerce. This class provides a wide range of managerial topics and emphasizes the most recent changes in the international environment.

Rationale for BUS 012 – International Financial Management – 3.00 Unit(s)
One of the drivers of California’s economy have been its high technology and information services industries and international trade. University of California (UC) and California State University (CSU) have built International Business (IB) programs over the years. Our surrounded competitors such as Foothill-De Anza and San Mateo Community College currently offer 2-3 IB related courses per quarter. Mission College only has one entry level “Global Business”. We want to strengthen our IB programs by offering this new class.

HEALTH OCCUPATIONS

HOC 001A – Health Occupations Bootcamp
2.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is designed to prepare the potential Health Occupations student for entry into and successful completion of a Health Occupations program. The course content focuses on competencies expected upon entry, study skills, test-taking strategies, stress management, mathematics for dosage calculation, critical thinking, critical reasoning, and introduction to the nursing process.
Rationale for HOC 001A – Health Occupations Bootcamp – 2.00 Unit(s)
This course has been created to reflect the change from AH 001A to HOC 001A to follow the current course code HOC. The textbooks have been updated, the minimum qualifications have been adjusted for discipline, and the SLOs have been revised.

LEARNING SERVICES

LSR 942C – Learning Services Math Strategies
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This is the third class of a three-course learning sequence covering mathematical strategies for students with disabilities or students who have difficulty mastering pre-algebraic, algebraic and statistical concepts. Students are introduced to techniques that focus on developing compensatory strategies for visual processing, short-term memory, long-term memory, and auditory processing disabilities. Manipulative modules, supportive devices, computer software, websites, as well as drill and practice exercises are stressed in order to assist in the understanding and mastery of these basic concepts.

Rationale for LSR 942C – Learning Services Math Strategies – 3.00 Unit(s)
Additional math strategies courses are required to help support students in higher level/transfer level math.

CREDIT COURSE REVISION

BIOLOGICAL SCIENCES

BIO 030L – Tropical Ecology Field Studies
1.00 Unit(s)
Grade Options: Pass/No Pass Option
Co-Requisite: BIO 030
Anti-Requisite: BIO 031L

In this introductory level class, students carry out research methods that ecologists use to observe and investigate tropical ecosystems. This lab course must be taken with BIO-030, Tropical Ecology.
**Rationale BIO 030L – Tropical Ecology Field Studies – 1.00 Unit(s)**
This course was updated and revised to add BIO 30 as a co-requisite to allow students to use this course to satisfy the GE Laboratory Science Requirement.

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**BUSINESS**

**BUS 010 – Global Business**
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This course provides a comprehensive overview of global business including international management, finance, law, and global marketing strategy. Emphasis is on the firm in the context of global competition, including discussion of decision-making strategies on how to enter and compete in global markets, and how to develop and implement a global marketing strategy.

**Rationale BUS 010 – Global Business – 3.00 Unit(s)**
This course was revised to change the TOP Code, update the content and to add a Distance Education Addendum.

---

**BUS 028A – Business Law I**
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This course provides an introduction to the laws in the United States with an emphasis on matters relating to the conduct of business and commerce. Specific topics covered include an overview of law making, governmental regulation, dispute resolution, courts and the court system, court cases and procedures, agency relationships, employment law, business formation and contracts.

**Rationale for BUS 028A – Business Law I – 3.00 Unit(s)**
This course was revised to update the textbook, course content, and DE addendum.

---

**BUS 037 – Fundamentals of Project Management**
3.00 Unit(s)
Grade Options: Pass/No Pass Option
In this course, students will learn the secrets to successful project management: how to create a plan, implement it, monitor progress, correct as necessary and deliver as promised. This course prepares students with the necessary skills required to successfully manage a project and to prepare for the PMP® (Project Management Professional) or CAPM® (Certified Associate in Project Management) certification exams.

Rationale for BUS 037 – Fundamentals of Project Management – 3.00 Unit(s)
This course was revised to update the textbook, course content information, and DE addendum.

---

BUS 040 – Professional Selling
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is a study of sales principles and strategies. Topics include advanced sales techniques, high impact questioning methodologies, closing techniques and managing objections, account and territory planning and management, resource planning and management. The course explores in detail the “selling cycle”. Students taking this course explore how to succeed in sales.

Rationale for BUS 040 – Professional Selling – 3.00 Unit(s)
This course was revised to update the advisories and assignments and to add the DE addendum.

---

BUS 052 – Fundamentals of Financial Investing
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This course provides students with the fundamentals to make sound financial investment decisions. Students explore the investment environment, the risks and return objectives consistent with and associated with different types of financial investments, and the establishment of investment individual’s characteristics, capacities and restrictions. Other topics include the participants in the investment process, including the organizations issuing securities and the laws and regulations covering their activities. Class projects cover techniques of investment analysis, timing, decision making, investment planning and management.
Rationale for BUS 052 – Fundamentals of Financial Investing – 3.00 Unit(s)
This course was revised to update the teaching methods, assignments, textbook, and the DE addendum.

BUS 054 – Small Business Start Up and Management
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This course covers methods of research and planning to start a small business and is recommended for persons who want to explore the opportunities and requirements of creating and managing their own business enterprise.

Rationale for BUS 054 – Small Business Start Up and Management – 3.00 Unit(s)
This course was revised to update the textbook, teaching methods and the DE addendum.

BUS 061 – Business and Society
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This course examines business and its impact on society and society’s influence on business. This includes a critical and comparative examination of business ethics, business and government in a global society, managing environmental issues and societal challenges, and the benefits of business activity. Regardless of a student’s major, in these changing times, each student needs to be able to critically analyze the significance of business within society and the workplace.

Rationale for BUS 061 – Business and Society – 3.00 Unit(s)
This course was revised to update the textbook, and to revise the DE addendum, and course content.

CHILD DEVELOPMENT

CHD 016 – Infant and Toddler Development
3.00 Unit(s)
Grade Options: Grade Only

This course provides students with an in-depth study of the child from prenatal through
the early childhood years. This course is an extension of CHD 001, Child Growth and Development, in the exploration of the development of the very young child. This course meets the Infant-Toddler state licensing requirement. Observation of children is required.

**Rationale for CHD 016 – Infant and Toddler Development – 3.00 Unit(s)**
This course was revised to update the course content, methods of evaluation and instruction, textbooks and SLOs.

---

**CHD 017 – Child Health, Safety and Nutrition**
3.00 Unit(s)
Grade Options: Grade Only

This course is an introduction to the laws, regulations, standards, policies and procedures of health, safety, and nutrition in early childhood programs. The key components that ensure physical health, mental health, and safety for both children and staff are identified along with the importance of collaboration with families and health professionals. The practice of integrating these concepts into everyday planning and program development with children is studied.

**Rationale for CHD 017 – Child Health, Safety and Nutrition – 3.00 Unit(s)**
This course was revised to add a Distance Education Addendum and to update textbooks, GE and transfer status, course objectives, and SLOs.

---

**CHD 018 – Parenting Issues for Teachers**
1.00 Unit(s)
Grade Options: Grade Only

This course is designed to give teachers or caregivers the skills to help parents develop positive attitudes, behavior and skills in their parent-child relationship. Students learn how to conduct parent/family meetings, parent/family conferences, and make other parent/family contacts.

**Rationale for CHD 018 – Parenting Issues for Teachers – 1.00 Unit(s)**
This course was revised to add a Distance Education Addendum and to update the textbooks, course objectives and SLOs.
**CHD 022 – Adult Supervision in Early Childhood Programs**  
2.00 Unit(s)  
Grade Options: Grade Only

This course is a study of methods and principles of program and professional assessment, evaluation, and communication appropriate for individuals who supervise adult teachers, parents, and volunteers in early childhood programs. A variety of professional and program instruments, including the National Association for the Education of Young Children (NAEYC) Accreditation self-study materials, designed for use in assessing staff performance and program quality are thoroughly discussed in an in-depth analysis of on-going assessment and its importance in program and professional development. In addition, self-assessment, leadership style, communication styles and career development are examined. This course partially fulfills Child Development Permit requirements for Master Teacher, and Site Supervisor or Program Director.

**Rationale for CHD 022 – Adult Supervision in Early Childhood Programs – 2.00 Unit(s)**  
This course was revised to update the distance education component and textbooks.

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**CHD 026 – Introduction to Curriculum**  
3.00 Unit(s)  
Grade Options: Grade Only  
Prerequisite: CHD 001

The course presents an overview of knowledge and skills related to providing appropriate curriculum and environments for young children from birth to age 8. Students examine the teacher’s role in supporting development and fostering the joy of learning for all young children. Students use observation and assessment strategies emphasizing the essential role of play. An overview of content areas includes but is not limited to: language and literacy, social and emotional learning, sensory learning, art and creativity, math and science.

**Rationale for CHD 026 – Introduction to Curriculum – 3.00 Unit(s)**  
This course was revised to update textbooks, representative assignments, course objectives and SLOs.
COMPUTER INFORMATION SYSTEMS

CIS 007 – Python Programming
4.00 Unit(s)
Grade Options: Pass/No Pass Option

This is an introductory course in programming using Python. No prior programming experience is required. Students learn to design, code, and execute programs using the Python programming language and tools. This class covers basic programming skills such as data types, control structure, algorithm development, and program design with functions. It also includes lists, object-oriented programming and GUI (Graphical user interface) programming concepts and topics.

Rationale for CIS 007 – Python Programming – 4.00 Unit(s)
This course was revised to update course objectives, SLOs and textbooks.

ENGINEERING

EGR 010 – Introduction to Engineering
4.00 Unit(s)
Grade Options: Pass/No Pass Option

This course exposes students to the field of engineering and the various engineering disciplines. The course presents the basic skills necessary to succeed as an engineering student. The nature of engineering work and the roles of engineers are explored. The Engineering Design Process is addressed through multiple team-based projects and engineering problem-solving topics. Communication skills for technical presentations and reports are developed through practical engineering scenarios. Guest speakers from local engineering firms and tours to local companies are included.

Rationale for EGR 010 – Introduction to Engineering – 4.00 Unit(s)
This course was revised to add the DE addendum.

EGR 010H – Introduction to Engineering - Honors
4.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is the honors version of Introduction to Engineering. This course exposes
students to the field of engineering and the various engineering disciplines. The course presents the basic skills necessary to succeed as an engineering student. The nature of engineering work and the roles of engineers are explored. The Engineering Design Process is addressed through multiple team-based projects and engineering problem-solving topics. Communication skills for technical presentations and reports are developed through practical engineering scenarios. Guest speakers from local engineering firms and tours to local companies are included. Students may not receive credit for both EGR 010 and EGR 010H. Enrollment in the Honors Program is required.

Rationale for EGR 010H – Introduction to Engineering - Honors – 4.00 Unit(s)
This course has been revised to include a DE Addendum and to update the course objectives, course materials, and SLOs.

EGR 024 – Introduction to Circuit Analysis
3.00 Unit(s)
Grade Options: Grade Only
Prerequisite: MAT 003B AND PHY 004B

This is an introductory course in the analysis of electric circuits. The emphasis is on analysis and setting up equations arising from the applications of Kirchoff’s Laws, Ohm’s Law, and Thevenin’s & Norton’s Theorems, both in DC and AC circuits. Topics include: mesh and nodal analysis, periodic forcing functions, phasors, frequency response, resonant circuits, transient responses, dependent sources, and operational amplifiers. This course is primarily for engineering transfer students.

Rationale for EGR 024 – Introduction to Circuit Analysis – 3.00 Unit(s)
The course was revised to add content to align the course with the C-ID EGR 260 Descriptor, to update textbooks, course objectives and SLOs, and to add a DE Addendum.

EGR 024L – Introduction of Circuit Analysis Laboratory
1.00 Unit(s)
Grade Options: Grade Only
Prerequisite: MAT 003B AND PHY 004B
Co-Requisite: EGR 024

This course is an introduction to the construction and measurement of electrical circuits. Basic use of electrical test and measurement instruments including multimeters,
oscilloscopes, power supplies, and function generators. Use of circuit simulation
software. Interpretation of measured and simulated data based on principles of circuit
analysis for DC, transient, and sinusoidal steady-state (AC) conditions. Construction
and measurement of basic operational amplifier circuits. This course is primarily for
engineering transfer students.

**Rationale for EGR 024L – Introduction of Circuit Analysis Laboratory – 1.00 Unit(s)**
The course was revised to align the course content with the C-ID EGR 260L Descriptor
and to update textbooks and SLOs.

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**EGR 030 – Introduction to Computing for Engineers**
4.00 Unit(s)
Grade Options: Pass/No Pass Option
Prerequisite: MAT 001 OR MAT 002

This course introduces software development using a high level language such as C or
C++. Engineering problems are solved through software programming techniques and
by interfacing software to hardware circuits by using sensors. A microcontroller such as
Arduino is used.

**Rationale for EGR 030 – Introduction to Computing for Engineers – 4.00 Unit(s)**
The course was revised to match C-ID ENGR 120 and to add a DE Addendum.

---

**ENGLISH**

**ENG 006B – Survey of World Literature**
3.00 Unit(s)
Grade Options: Pass/No Pass Option

World Literature is the study of representative works of world literature from the
seventeenth century to the present. The course emphasizes the literary and cultural
significance of selected great works of Western and non-Western literary traditions,
including women's, minority, and ethnic literature from around the world.

**Rationale for ENG 006B – Survey of World Literature – 3.00 Unit(s)**
The course was revised to meet the college diversity requirement, update textbooks,
course objectives and DE addendum.
**ENG 048 – Introduction to Shakespeare**
3.00 Unit(s)
Grade Options: Pass/No Pass Option

Introduction to Shakespeare is a study of selected plays and sonnets. The course emphasizes detailed analysis of representative tragic, comedic, romance, and history plays, as well as the cultural contexts, dramatic conventions, poetics, and critical theory relevant to understanding Shakespeare's works. The course also focuses on critical analysis of issues including, but not limited to gender, sexuality, and race as they are represented in both source material and literary criticism.

**Rationale for ENG 048 – Introduction to Shakespeare – 3.00 Unit(s)**
The course was revised to update textbooks and prerequisites and to revise the course description, student learning outcomes, and methods of evaluation.

---

**ENGLISH AS A SECOND LANGUAGE**

**ESL 940GW – Low Intermediate Grammar and Writing**
5.00 Unit(s)
Grade Options: Pass/No Pass Option
Prerequisite: Qualifying score on the ESL Placement Exam.

This course develops basic writing and grammar skills of standard written English at the low intermediate level. The course focuses on the study and practice of simple and compound sentences including modification with adjectives, adverbs, and noun phrases, present, past and future verb tenses, articles, prepositions, spelling and punctuation.

**Rationale for ESL 940GW – Low Intermediate Grammar and Writing – 5.00 Unit(s)**
This course has been revised to update textbooks and units change from 3 to 5 units to align this course with the other ESL credit GW courses.

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**ESL 940RV – Low Intermediate Reading and Vocabulary**
3.00 Unit(s)
Grade Options: Pass/No Pass Option
Prerequisite: Qualifying score on the ESL Placement Exam.
This class emphasizes vocabulary expansion and comprehension of short texts including finding main ideas and details. The vocabulary focus is on word forms and families, determining meaning for words in context, usage rules, and introduction of the use of basic affixes in the prediction of meaning. The relationship of meaning and grammatical form is introduced. Students develop dictionary skills using a monolingual English dictionary.

**Rationale for ESL 940RV – Low Intermediate Reading and Vocabulary – 3.00 Unit(s)**
This course has been revised to update textbooks and course content.

---

**ESL 956GR – Intermediate to Advanced Grammar Review**
2.00 Unit(s)
Grade Options: Pass/No Pass Option

In this intensive intermediate to advanced level ESL course students review and refine grammatical structures to develop sentence variety and accuracy in standard written and spoken English. The course focuses on the study and practice of complex sentences in various tenses, varied placement of sentence elements, and error correction.

**Rationale for ESL 956GR – Intermediate to Advanced Grammar Review – 2.00 Unit(s)**
This course was approved during the transition to the new eLumen curriculum system. It was originally created and approved in Spring 2019 and offered for the first time in Summer 2019, but had to be entered into the eLumen curriculum system.

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**GRAPHIC DESIGN & MULTIMEDIA**

**GDS 035 – Graphic Design I**
3.00 Unit(s)
Grade Options: Pass/No Pass Option

In this introductory course, students learn about the practical, artistic, and technical sides of Graphic Design. Students also begin to gain the necessary critical thinking and technical skills required across the various professional careers within Graphic Design. Students are evaluated through a series of hands-on projects. Multiple software packages within Adobe Creative Cloud (CC) are explored.

**Rationale for GDS 035 – Graphic Design I – 3.00 Unit(s)**
The course has been revised to add DE addendum and update the course description,
SLOs, outline, and textbooks. The name of the course was changed to Graphic Design I.

---

**GDS 041 – Mobile Game Design and Development**
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This class focuses on creating mobile games using third party developer tools. Students learn how to design, program, test, and publish their mobile game to various mobile platforms.

**Rationale for GDS 041 – Mobile Game Design and Development – 3.00 Unit(s)**
The course was revised to update the textbooks and the Distance Education Addendum.

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**GDS 043A – 3D Game Character Animation with Maya**
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This is an introductory course in character animation using Maya to generate animation. Using pre-built 3D characters, students learn basic animation principles such as squash and stretch, and anticipation. Students learn the controls for 3D mesh characters, and generate walk cycles, run cycles, and action sequences. Students develop concepts for short movies for 3D characters in action sequences, and add lighting and textures to their scenes in making their animated movie shorts.

**Rationale for GDS 043A – 3D Game Character Animation with Maya – 3.00 Unit(s)**
The course was revised to update the textbooks, course outline and Distance Education addendum.

---

**GDS 056 – Presentation Design**
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This class focuses on the visual communication skills necessary to produce compelling presentations. Topics include: color design, animation, interaction, storytelling, and advanced technical skills used in the production of assets for presentation. The class assumes an existing intermediate knowledge of Microsoft PowerPoint.
Rationale for GDS 056 – Presentation Design – 3.00 Unit(s)
The course was revised to update the course name with the elimination of the word "Advanced", as well as the methods of instruction and evaluation. A DE addendum was also completed.

GDS 082 – Game Design and Architecture
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This introductory course focuses on the planning and methodology of game design. Students develop an understanding of the conceptual game development process and game architecture. Students also examine and evaluate a number of case studies. A basic understanding of computer system operation is required.

Rationale for GDS 082 – Game Design and Architecture – 3.00 Unit(s)
The course was revised to update the course outline, methods of evaluation, and the DE Addendum.

INSTITUTIONAL FOODS

INF 050 – Sanitation and Safety
2.00 Unit(s)
Grade Options: Grade Only

This class uses the National Restaurant Association Education Foundation's ServSafe® materials to certify students as food service safety managers. This course includes personal hygiene, types of hazards in food service, prevention and control of pathogens and other contaminants in food. Proper storage and cleaning and sanitizing are also covered. Systems for tracking food safety including HACCP (Hazard Analysis Critical Control Points) and responding to outbreaks and inspections are taught. Students completing the final exam with 75% correct will be certified food safety managers in all 50 states for 5 years.

Rationale for INF 050 – Sanitation and Safety – 2.00 Unit(s)
This course was revised to update textbooks, course objectives, and SLOs.
PSYCHOLOGY

PSY 007 – Biological Psychology
3.00 Unit(s)
Grade Options: Pass/No Pass Option
Prerequisite: PSY 001 OR PSY 001H

This course is an introduction to the physiological substrates of behavior. Among the areas covered are neurophysiology, the functional nervous system, senses, emotion, motivation, and learning. The course has value for behavioral science, paramedical, and pre-medical majors.

Rationale for PSY 007 – Biological Psychology – 3.00 Unit(s)
This course was revised to update the course description, textbooks, SLOs, objectives, and DE Addendum.

SPANISH

SPA 001 – First Semester Spanish (Elementary Level)
5.00 Unit(s)
Grade Options: Pass/No Pass Option
Co-Requisite: SPA 001L

The student acquires the basic skills for communication in Spanish: listening, speaking, reading, and writing. The student is exposed to a general overview of Hispanic civilization and culture from Spain, Latin America, and the United States.

Rationale for SPA 001 – First Semester Spanish (Elementary Level) – 5.00 Unit(s)
The course was revised to update textbooks, the course content outline, to add audit possibility, and to request GE Area F status for Diversity requirement.

SPA 002 – Second Semester Spanish (Elementary Level)
5.00 Unit(s)
Grade Options: Pass/No Pass Option
Prerequisite: SPA 001, OR 2 years of High School Spanish
Co-Requisite: SPA 002L

SPN 002 is a continuation of SPN 001. The student continues to develop basic skills for
communication in Spanish: listening, speaking, reading, and writing. The student is exposed to a general overview of Hispanic civilization and culture in Latin America, Spain, and the United States.

**Rationale for SPA 002 – Second Semester Spanish (Elementary Level) – 5.00 Unit(s)**
The course was revised to update textbook, revise the course outline content and prerequisites, to add audit option, and to request GE Area F Culture, Diversity, & Equity Requirement status.

**SPA 004 – Fourth Semester Spanish (Intermediate Level)**
5.00 Unit(s)
Grade Options: Pass/No Pass Option
Prerequisite: SPA 003

SPAN 004 is a continuation of SPAN 003. The student continues to develop proficiency in Spanish language skills through a review of grammar, vocabulary-building exercises, culturally relevant dialogues and readings regarding Hispanic civilization in Latin America, Spain, and The United States.

**Rationale for SPA 004 – Fourth Semester Spanish (Intermediate Level) – 5.00 Unit(s)**
The course was updated to update the textbook, revise the course content outline, modify some SLO wording, add audit option, remove credit by exam and to request GE Area F Culture, Diversity & Equity Requirement status.

**TRANSPORTATION**

**TRN 101 – Foundations of Public Service for Transit Workers**
2.00 Unit(s)
Grade Options: Pass/No Pass Option

Students are introduced to public transit agencies and the personal and interpersonal skills needed in serving the public. This course prepares students for entry-level positions in transportation operations. Topics include communication, customer service, and promotional opportunities. Per California Code of Regulations, this course is limited to students admitted to the Coach Operator Apprenticeship Program or the Public Transit Leadership Certificate program.

**Rationale for TRN 101 – Foundations of Public Service for Transit Workers – 2.00 Unit(s)**
The course was revised to delete Credit by Exam and to update textbooks, course objectives and SLO.

**TRN 141 – Principles of Electricity and Test Equipment**  
3.00 Unit(s)  
Grade Options: Pass/No Pass Option

This course covers the basic principles of electricity needed to safely and efficiently perform overhead line work, including proper use of electrical test equipment. Per California Code of Regulations, this course is limited to students admitted to the Overhead Line Core apprenticeship program at Santa Clara Valley Transportation Authority.

**Rationale for TRN 141 – Principles of Electricity and Test Equipment – 3.00 Unit(s)**  
This course was revised to update course content and textbooks.

**TRN 142 – Electrical Safety for the Trades**  
2.50 Unit(s)  
Grade Options: Pass/No Pass Option

This course covers basic principles of electricity and the potential dangers it can pose to humans. Safety topics include electrical hazards, use of electrical protective devices, and safe work practices around electricity. Per California Code of Regulations, this course is limited to students admitted to the Overhead Line Core apprenticeship program at Santa Clara Valley Transportation Authority.

**Rationale for TRN 142 – Electrical Safety for the Trades – 2.50 Unit(s)**  
This course was revised to update the textbooks and remove the credit by exam option.

**TRN 143 – DC Theory and Power Components**  
2.00 Unit(s)  
Grade Options: Pass/No Pass Option

This course covers DC (Direct Current) theory and various power components used in overhead line work. Per California Code of Regulations, this course is limited to students admitted to the Overhead Line Core apprenticeship program at Santa Clara Valley Transportation Authority.
Rationale for TRN 143 – DC Theory and Power Components – 2.00 Unit(s)
This course was revised to update textbooks and to remove the credit by exam option.

TRN 144 – Traction Power Safety Practices
2.50 Unit(s)
Grade Options: Pass/No Pass Option

This course covers safe practices for the use of traction power systems. Per California Code of Regulations, this course is limited to students admitted to the Overhead Line Core apprenticeship program at Santa Clara Valley Transportation Authority.

Rationale for TRN 144 – Traction Power Safety Practices – 2.50 Unit(s)
This course was revised to update textbooks and to remove the credit by exam option.

TRN 151 – Overhead Line Worker Apprenticeship Fundamentals I
2.50 Unit(s)
Grade Options: Pass/No Pass Option

This course covers high voltage, NFPA 70E (National Fire Protection Agency National Electric Code), red tag power outage procedures, print reading and documentation, and hand and power tools. Per California Code of Regulations, this course is limited to students admitted to the Overhead Line Worker apprenticeship program at Santa Clara Valley Transportation Authority.

Rationale for TRN 151 – Overhead Line Worker Apprenticeship Fundamentals I – 2.50 Unit(s)
The course was revised to update textbooks and remove the credit by exam option.

TRN 152 – Overhead Line Worker Apprenticeship Fundamentals II
2.50 Unit(s)
Grade Options: Pass/No Pass Option

This course covers traction power tools and test equipment, traction power substations, power distribution and control, and overhead contact systems. Per California Code of Regulations, this course is limited to students admitted to the Overhead Line Worker apprenticeship program at Santa Clara Valley Transportation Authority.
Rationale for TRN 152 – Overhead Line Worker Apprenticeship Fundamentals II – 2.50 Unit(s)
The course was revised to update textbooks and remove the credit by exam option.

TRN 153 – Overhead Line Worker Apprenticeship Fundamentals III
2.50 Unit(s)
Grade Options: Pass/No Pass Option

This course covers fall protection, rigging and hoisting, hi-rail vehicles, bucket truck and bucket rescue, grounding, and confined space entry. Per California Code of Regulations, this course is limited to students admitted to the Overhead Line Worker apprenticeship program at Santa Clara Valley Transportation Authority.

Rationale for TRN 153 – Overhead Line Worker Apprenticeship Fundamentals III – 2.50 Unit(s)
The course was revised to update textbooks and remove the credit by exam option.

TRN 154 – Catenary Safe Work Practices
5.00 Unit(s)
Grade Options: Pass/No Pass Option

This course covers the hazards of working on overhead catenary lines, and how to effectively protect against them. Per California Code of Regulations, this course is limited to students admitted to the Overhead Line Worker apprenticeship program at Santa Clara Valley Transportation Authority.

Rationale for TRN 154 – Catenary Safe Work Practices – 5.00 Unit(s)
The course was revised to update textbooks and remove the credit by exam option.

TRN 155 – Mobile Crane – Boom Truck
2.00 Unit(s)
Grade Options: Pass/No Pass Option

This course covers safe use of the mobile crane (boom truck). Per California Code of Regulations, this course is limited to students admitted to the Overhead Line Worker apprenticeship program at Santa Clara Valley Transportation Authority.
Rationale for TRN 155 – Mobile Crane – Boom Truck – 2.00 Unit(s)
The course was revised to update textbooks and remove the credit by exam option.

CREDIT COURSE DELETION

BUSINESS

BUS 027 – Principles of e-Business
3.00 Unit(s)

Rationale for BUS 027 – Principles of e-Business – 3.00 Unit(s)
This course is no longer being offered.

BUS 054A – The Business Plan
1.00 Unit(s)

Rationale for BUS 054A – The Business Plan – 1.00 Unit(s)
This course is no longer being offered.

BUS 055 – Business Strategy for Success
3.00 Unit(s)

Rationale for BUS 055 – Business Strategy for Success – 3.00 Unit(s)
This course is no longer being offered.

BUS 077 – Quality Customer Service
3.00 Unit(s)

Rationale for BUS 077 – Quality Customer Service – 3.00 Unit(s)
This course is no longer being offered.

BUS 077A – Customer Relationship Management
1.00 Unit(s)
Rationale for BUS 077A – Customer Relationship Management – 1.00 Unit(s)
This course is no longer being offered.

BUS 081A – Advertising Principles
3.00 Unit(s)

Rationale for BUS 081A – Advertising Principles – 3.00 Unit(s)
This course is no longer being offered.

BUS 086A – Building Business Web Sites: Basics
1.00 Unit(s)

Rationale for BUS 086A – Building Business Web Sites: Basics – 1.00 Unit(s)
This course is no longer being offered.

BUS 204 – Project Management Practicum
1.00 Unit(s)

Rationale for BUS 204 – Project Management Practicum – 1.00 Unit(s)
This course is no longer being offered.

NEW PROGRAM – CREDIT

Business Information Professional 1 Certificate of Achievement

The Business Information Professional I Certificate of Achievement is a career pathway designed to help students acquire communication, technical, and management skills and knowledge that are in demand for the 21st Century workplace. These include: presentation, critical thinking, and oral/written communication skills; proficiency in Microsoft Windows and Microsoft Office (Word, Excel, PowerPoint, and Outlook); and management skills including leadership, collaboration, decision-making, problem solving, and human relations. Students who complete the Business Information Professional I Certificate are prepared for entry-level office and administrative support positions in a variety of business environments.
Program Outcomes:
- Apply effective business communication and presentation skills to satisfy customers’ needs.
- Create a variety of business documents using Microsoft Office software.

Career Opportunities: Students who complete the program are eligible for work as office administrators, office clerks, office managers, retail salespersons, customer service representatives, receptionists, information clerks, and administrative assistants.

<table>
<thead>
<tr>
<th>Course / Course Block</th>
<th>Required Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Take all required courses</td>
<td>19</td>
</tr>
<tr>
<td>BUS 021 - Introduction to Business Computing</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>BUS 078B - Business Communications</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>BUS 107 - Soft Skills for Project Managers</td>
<td>2</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>BUS 118 - Human Resources Management</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>CAP 010A - Learning the Keyboard</td>
<td>1</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>CAP 033A - Word Processing - Course 1</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>CAP 046D - Introduction to Microsoft PowerPoint</td>
<td>1</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>CAP 062B - An Introduction to Microsoft Excel</td>
<td>1</td>
</tr>
<tr>
<td>AND</td>
<td></td>
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<tr>
<td>CAP 070 - Using MS Windows</td>
<td>1</td>
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<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>CAP 071E - Microsoft Outlook</td>
<td>1</td>
</tr>
</tbody>
</table>

Total Credits 19

Rationale:
This program is designed to provide entry-level office and communication skills that will facilitate employment for students who are new to or are re-entering the workforce.
**Nutrition and Dietetics Associate in Science for Transfer (AS-T)**
The Associate in Science in Nutrition and Dietetics for Transfer introduces students to the principles and methodologies used in the study of nutrition and dietetics. Students will acquire the foundational knowledge necessary to pursue a baccalaureate degree in nutrition and dietetics. To earn an Associate of Science in Nutrition for Transfer degree, a student must complete 60 semester units that are eligible for transfer to the CSU system that consist of the IGETC pattern or CSU GE breadth and a major of 18 units more. Students must have a minimum GPA of 2.0 in all CSU-transferable coursework to receive an associate degree for transfer and all courses in the major must be completed with a C or better. Students earning an associate degree for transfer will not be required to complete any other local graduation requirements.

**Program Learning Outcomes:**
Upon completion of this program, students will be able to:
1. Explain physiological processes such as digestion, absorption, transport and metabolism of nutrients.
2. Critically analyze information on nutrition and separate scientifically supported information from misinformation.
3. Analyze and explain the relationship between diet, lifestyle and health outcomes, within the framework of cultural and societal influences.

**Career/Transfer Opportunities:** Students with degrees in nutrition and dietetics find employment within a wide range of organizations, such as medical facilities, research labs, government agencies, universities, pharmaceutical companies, and the food industry. This degree is also an excellent preparation for students planning to continue training in medicine, public health and/or other allied health sciences.

**Required Courses**

<table>
<thead>
<tr>
<th>Core Curriculum Courses Required (9 units)</th>
<th>16</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHM 001A - General Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>CHM 001AH - General Chemistry I - Honors</td>
<td>5</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>BIO004 - Microbiology</td>
<td>5</td>
</tr>
<tr>
<td>NTR015 - Human Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>PSY 001 - General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>PSY 001H - General Psychology - Honors</td>
<td>3</td>
</tr>
</tbody>
</table>
**List A: Select two courses from the following (8-10 units)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 047 - Human Anatomy</td>
<td>5</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>BIO 048 - Human Physiology</td>
<td>5</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>BIO 048H - Human Physiology – Honors</td>
<td>5</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>CHM 012A - Organic Chemistry I</td>
<td>5</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>CHM 012AH - Organic Chemistry I - Honors</td>
<td>5</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>MAT 010 - Elementary Statistics</td>
<td>4</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>MAT 010H - Elementary Statistics - Honors</td>
<td>4</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>SOC 016 - Introduction to Statistics in Social and Behavioral Sciences</td>
<td>3</td>
</tr>
</tbody>
</table>

**List B: Select one course (4-5 units)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students take an additional course from List A or one of the following:</td>
<td></td>
</tr>
<tr>
<td>BIO 011 - Human Biology</td>
<td>4</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>CHM 001B - General Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>CHM 001BH - General Chemistry II - Honors</td>
<td>5</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>CHM 030A - Fundamentals of Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>CHM 002 - Introductory Chemistry</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>CHM 002L - Introductory Chemistry Laboratory</td>
<td>1</td>
</tr>
</tbody>
</table>

**Rationale:**
This degree will provide a pathway to the CSU system for those interested in a career as a Registered Dietitian Nutritionist (RDN) or similar health care fields which require a background in nutritional science.
NEW PROGRAMS – NON-CREDIT

English for Careers in Food Service Certificate of Competency – 144 ~ 192 Hours

The Certificate of Completion in English for Careers in Food Service Program equips students with a foundation in the English language skills necessary for communication in the food service or culinary industry. Program Learning Outcomes: 1. Students will respond adequately to spoken language appropriate for intermediate level learners and use common vocabulary to communicate about topics related to food preparation, workplace safety, and food service. 2. Students will read dialogs and short texts suitable for the level and will write simple sentences and paragraphs using language structures common in the food-related context. Career/Educational Opportunities Students completing this certificate will acquire contextualized listening, speaking, vocabulary, reading, and writing skills at the low intermediate level that will prepare them for the educational and career pathways in the ESL and CTE programs as well as in the food service workplace.

Program Outcomes:
NCE 930FD and NCE 940FD
- Students will respond adequately to spoken language appropriate for intermediate level learners and use common vocabulary to communicate about topics related to food preparation, workplace safety, and food service.
- Students will read dialogs and short texts suitable for the level and will write simple sentences and paragraphs using language structures common in the food-related context.

Program Requirements:
NCE 930FD – English for Food Preparation  
NCE 940FD – English for Food Service  
72.0 Hours  
72.0 Hours

Total: 144.0 hour

Rationale:
Students completing this certificate will acquire contextualized listening, speaking, vocabulary, reading, and writing skills at the low intermediate level that will prepare them for the educational and career pathways in the ESL and CTE programs as well as in
Community Health Worker Certificate of Completion – 192 ~ 288 Hours

The Community Health Worker certificate of competition provides students with health education, care management, and client advocacy in both community-based and health care settings. CHWs serve a two-way bridge between communities and key health and social resources. They play a vital role in reducing health inequalities among underserved communities by reducing barriers to access in a culturally appropriate way.

Program SLOs
1. Describe public health concepts and information for health promotion.
2. Assess and integrate professional skills necessary for employment in the CHW field.
3. Evaluate and implement entry-level proficiency in CHW core competencies for working effectively with diverse individuals’ groups and communities.

Career Opportunities
Students who complete the program are eligible for immediate employment as entry-level community-health workers in a variety of home-care and agency settings.

Program Outcomes:
NCH 001 CHW Introduction to Community Health Work
- Describe public health concepts and information for health promotion.
- Assess and integrate professional skills necessary for employment in the CHW field.
- Evaluate and implement entry-level proficiency in CHW core competencies for working effectively with diverse individuals’ groups and communities.

Program Requirements:
The CHW non-credit program requirements for certificate of completion, below 2 courses with a Pass for each course:

- NCH 001 CHW: Introduction to Community Health Work 54 Hours
- NCH 002 CHW: Introduction to Chronic Disease Management 54 Hours

Total: 108 hours

Rationale:
Community Health Workers (CHW) can play a critically important role as a member of the primary care team and can both help to meet the increased demand for clinical services and serve as the key resource in the implementation of broader population health improvement strategies. There are now peer-identified members of community acting as leaders, their strength and values comes from their relationship to the community as a
lay and trusted member of that community. Our CHW non-credit program will give our community and the CHWs a standard with a scope of practice, competence based training, and tools to work in team-based models of care approach and assist with gaining reimbursement for some CHW services.

PROGRAM REVISION - CREDIT

Art History Associate in Arts for Transfer (AA-T)

The Associate in Arts in Art History for Transfer (AA-T in Art History) is designed to provide a clear pathway to a CSU institution for students who plan to transfer and complete a CSU major or baccalaureate degree in Art History. California Community College students who are awarded an Associate in Arts in Art History for Transfer (AA-T in Art History) are guaranteed admission with junior standing somewhere in the CSU system and given priority admission consideration to their local CSU institution or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or institutions. The Associate in Arts in Art History for Transfer provide students the basics of art historical analysis, and completion of the program enhances students’ reading, writing, and critical thinking skills.

Program Learning Outcomes:

- Students will identify major monuments, and styles in art and architecture from ancient through modern times.
- Students will use critical thinking to analyze and compare and contrast world cultures and belief systems through a study of anthropology, philosophy, history, languages, and/or the humanities.
- Students will analyze, compare, and contrast works of art according to subject matter, symbolism, style, and artistic influences.
- Students will identify the various media and techniques associated with the creation of art and architecture.

Career/Transfer Opportunities: arts administration, art librarian, education/teaching, museum/gallery professional, visual resources curator, art conservator, art therapist, and publishing/journalism.
### Required Courses

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Total Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum Courses Required (9 units)</td>
<td>9</td>
</tr>
<tr>
<td>ART 001A - Survey of Western Art I AND ART 001B - Survey of Western Art II AND ART 031A - Beginning Drawing</td>
<td>3</td>
</tr>
<tr>
<td>List A: Select one (1) course from the following (3 units)</td>
<td>3</td>
</tr>
<tr>
<td>ART 007 – Survey of Asian Art</td>
<td>3</td>
</tr>
<tr>
<td>List B: Select one (1) course from the following (3 units)</td>
<td>3</td>
</tr>
<tr>
<td>ART 033A - Basic Design: Two-Dimensional OR ART 033B - Basic Design Three-Dimensional OR ART 034A - Introduction to Digital Art OR ART 035A - Life Drawing OR ART 065A - Ceramics-Hand building OR ART 085A – Sculpture</td>
<td>3</td>
</tr>
<tr>
<td>List C. Select 1 (3 units).</td>
<td>3</td>
</tr>
</tbody>
</table>

1) Any LIST A or B course not already used. 2) Any CSU transferable Art History course (Except ARTH 100 Art Appreciation). 3) Any Art or Humanities course articulated as CSU GE Area C1 or IGETC Area 3A. 4) Any course articulated as CSU GE Area C2 or IGETC Area 3B in: a language other than English (except ASL); Art, History, humanities, Philosophy, Religion/Religious Studies, or the History of Costume. 5) Any course articulated as CSU GE Area D1, D3, D4, D6 or IGETC Area 4.

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Total Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANT 003 - Introduction to Cultural Anthropology OR ANT 055 – Magic, Witchcraft and Religion</td>
<td>3</td>
</tr>
</tbody>
</table>
OR
ART 001D - Art of the 20th Century 3
OR
ART 011 - The History of Modern Design 3
OR
COU 055 - Valuing Diversity 3
OR
HIS 004A - History of Western Civilization 3
OR
HIS 004AH - History of Western Civilization – Honors 3
OR
HIS 004B - History of Western Civilization 3
OR
HIS 004BH - History of Western Civilization – Honors 3
OR
HIS 017A - History of the United States to 1877 3
OR
HIS 017AH - History of the United States to 1877 – Honors 3
OR
HIS 017B - History of the United States Since 1877 3
OR
HIS 017BH - History of the United States since 1877 – Honors 3
OR
HIS 020 - History and Geography of California 3
OR
HIS 031 - History of East Asia 3
OR
HUM 001A - Human Values in and From the Arts 3
OR
HUM 001B - Human Values in and From the Arts 3
OR
HUM 007 - International Films 3
OR
HUM 015 - Introduction to Film Analysis 3
OR
HUM 016A - Hispanic Roots & Culture 3
OR
HUM 018 - African-American Culture and Humanities 3
OR
HUM 018 - African-American Culture and Humanities - Honors 3
OR
PHI 001 - Introduction to Philosophy 3
OR
PHI 003 - Introduction to Problems in Ethics 3
OR
SPA 050A - Basic Conversational Spanish and Culture 3
OR
SPA 050B - Basic Conversational Spanish and Culture 3
OR
VIE 049A - Vietnamese for the Vietnamese-Speaking 3
OR
VIE 049B - Vietnamese Language and Culture for Fluent Speakers 3

**Total Units for Major** 18 - 20

**Total Units for Degree** 60

**Rationale:**
This program was revised to update the course list.

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**Biological Sciences Associate in Science**

The Associate in Science in Biological Sciences is designed for students interested in acquiring a solid foundation in basic biology, evolutionary theory, and the scientific method. This program is appropriate for students seeking entry-level positions in the life sciences.

**Program Learning Outcomes:**
- Apply the scientific method to investigate biological questions by collecting and quantitatively analyzing data.
- Identify and apply the central concepts, hypotheses, and theories that comprise the major areas of the biological sciences, including cell and organism structure and function.
- Explain the genetic or evolutionary connections between biological structures and their function, and between organisms and their environment.
**Career/Transfer Opportunities:** A solid background in the life sciences is required for many careers, including work in the allied health professions, biotechnology, horticulture, land management, and education.

### Required Courses

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Total Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum</td>
<td>10</td>
</tr>
<tr>
<td>BIO 001A - General Biology: Cells</td>
<td>5</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>BIO 001B - General Biology: Organisms</td>
<td>5</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>BIO 001AH - General Biology: Cells – Honors</td>
<td>5</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>BIO 001B - General Biology: Organisms</td>
<td>5</td>
</tr>
</tbody>
</table>

Electives (Select a minimum of 8 units from the following):

- ANT 001 - Physical Anthropology: 3 units
- BIO 004 – Microbiology: 5 units
- BIO 010L - Introduction to Biology Lab: 1 unit
- BIO 010 - Introduction to Biology: 3 units
- BIO 011 - Human Biology: 4 units
- BIO 012 - Emerging Infectious Diseases: 3 units
- BIO 014 - Introductory Neuroscience: 3 units
- BIO 014H - Introductory Neuroscience – Honors: 3 units
- BIO 016 - Marine Biology: 4 units
- BIO 017 - Genetics and Society: 3 units
- BIO 017H - Genetics and Society – Honors: 3 units
- BIO 019 - Oceans: Life in the Sea: 3 units
OR
BIO 025 - Environmental Biology 3
OR
BIO 030 - Tropical Ecology 3
OR
BIO 030L - Tropical Ecology Field Studies 1
OR
BIO 032 - California Plants and Animals 4
OR
BIO 047 - Human Anatomy 5
OR
BIO 048 - Human Physiology 5
OR
BIO 048H - Human Physiology – Honors 5
OR
NTR 015 - Human Nutrition 3

Total Units for Major 18

Total Units for Degree 60

Rationale:
This program was revised to update the course list.

Human Biology Associate in Science

The Human Biology Associate in Science degree provides a solid foundation in the biological sciences for students who are seeking entry to nursing and related health occupations. Completion of this degree meets all Biology and Chemistry prerequisites for admission to the LVN and LVN-RN programs, and fulfills many of the lower-division requirements for a variety of baccalaureate degrees in Health Sciences. This degree is not intended for pre-medical, pre-dental, or pre-pharmacy students (see A.S. or AS-T in Biological Sciences instead).

Program Learning Outcomes:
• Describe the gross and microscopic structure of, and the homeostatic mechanisms controlling, the organ systems of the human body.
• Describe the role of normal flora, opportunistic and obligate pathogens in human health and disease.
• Describe the molecular basis of biological inheritance, summarize the principles of Mendelian genetics, and explain human genetics including a discussion of various genetic disorders.

Career/Transfer Opportunities: A solid background in human biology is required for many undergraduate majors and careers in the allied-health field.

### Required Courses

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Total Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum (Required)</td>
<td>15</td>
</tr>
<tr>
<td>BIO 004 – Microbiology</td>
<td>5</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>BIO 047 - Human Anatomy</td>
<td>5</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>BIO 048 - Human Physiology</td>
<td>5</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>BIO 048H - Human Physiology – Honors</td>
<td>5</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>Select a minimum of 9 units from the following:</td>
<td>9</td>
</tr>
<tr>
<td>ANT 001 - Physical Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>BIO 011 - Human Biology</td>
<td>4</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>BIO 012 - Emerging Infectious Diseases</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>BIO 014 - Introductory Neuroscience</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>BIO 014H - Introductory Neuroscience – Honors</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>BIO 017 - Genetics and Society</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>BIO 017H - Genetics and Society – Honors</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>BIO 022 - Anatomy &amp; Physiology for Allied Health Workers</td>
<td>4</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>CHM 001A - General Chemistry</td>
<td>5</td>
</tr>
</tbody>
</table>
Total Units for Major  24

Total Units for Degree  60

Rationale:
This program was revised to update the course list.

Business Associate in Science

The Associate in Science in Business is a two-year program designed for students who intend to seek employment directly after its completion. The curriculum provides essential knowledge and skills in the financial management, and marketing facets of business. Students can pursue their interest in several specialized areas of business (global business, human resources management, project management, and business computing) through their choice of business electives.

Program Learning Outcomes:
• Analyze business situation involving legal issue and determine best course of action.
• Analyze business situations and determine best course of action.
**Career/Transfer Opportunities:** Career opportunities include the following: project coordinator, buyer, bank employee, retail manager, non-profit coordinator, human resource specialist, and sales representative.

<table>
<thead>
<tr>
<th>Required Courses</th>
<th>Total Units</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Core Courses</strong></td>
<td></td>
</tr>
<tr>
<td>BUS 021 - Introduction to Business Computing</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>BUS 021L - Introduction to Business Computing Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>BUS 028A - Business Law I</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>BUS 051 - Introduction to American Business</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>BUS 078B - Business Communications</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>BUS 118 - Human Resources Management</td>
<td>3</td>
</tr>
<tr>
<td><strong>Electives Courses (Min. 15 Units)</strong></td>
<td>15-16</td>
</tr>
<tr>
<td>BUS 010 - Global Business</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>BUS 023 - Social Media Marketing</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>BUS 037 - Fundamentals of Project Management</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>BUS 038 - Applied Project Management</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>BUS 040 - Professional Selling</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>BUS 052 - Fundamentals of Financial Investing</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>BUS 054 - Small Business Start Up and Management</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>BUS 056A - Marketing Principles</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>BUS 061 - Business and Society</td>
<td>3</td>
</tr>
</tbody>
</table>
BUS 064B – Business Math 3
OR
BUS 102 – Leadership 3
OR
BUS 115 - Operations Management 3

Total Units for Major 31-32

Total Units for Degree 60

Rationale:
This program was revised to update the course list.

Communication Studies Associate in Arts for Transfer (AA-T)

The Associate in Arts in Communication Studies for Transfer (AA-T in Communication Studies) is designed to provide a clear pathway to a CSU institution for students who plan to transfer and complete a CSU major or baccalaureate degree in Communication Studies. California Community College students who are awarded an Associate in Arts in Communication Studies for Transfer (AA-T in Communication Studies) are guaranteed admission with junior standing somewhere in the CSU system and given priority admission consideration to their local CSU institution or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or institutions. The Associate in Arts in Communication Studies for Transfer (AA-T in Communication Studies) consists of lower division courses that provide fundamental skills for success in both personal and professional development. Students gain self-awareness and the ability to build bridges to diverse audiences. The broad-based transfer curriculum includes interpersonal, intercultural, and group communication as well as public communication, argumentation and debate, and speech team activities. The program is highly valued in both academic institutions and professional organizations.

Program Learning Outcomes:
- Students will identify, explain, and apply theories about the communication process as they relate to a variety of audiences and contexts.
• Students will create and implement effective communication strategies to orally deliver a message appropriate to the context.
• Students will identify, analyze, and evaluate their own verbal and nonverbal messages as well as those of others in a variety of contexts.
• Students will research, analyze, and critically evaluate reference material to support the development of communication competence.

**Career/Transfer Opportunities:** A degree in Communication Studies is universally applicable across all organizations and industries. Some common career paths include: broadcasting, consumer affairs, public relations, advertising, education, marketing, government, human resources, law, community/international affairs, politics negotiations, journalism, customer service, recreation, management, and recruiting.

**Required Courses**

<table>
<thead>
<tr>
<th>Core Curriculum Courses Required (3 units)</th>
<th>3</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 001 - Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>COM 001H - Public Speaking – Honors</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>COM 020 - Argumentation and Debate</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>COM 020H - Argumentation and Debate – Honors</td>
<td>3</td>
</tr>
</tbody>
</table>

List A - Select two (2) courses from the following (6 units):

<table>
<thead>
<tr>
<th>List A</th>
<th>6</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 004 - Small Group Communication</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>COM 008 - Interpersonal Communication</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>COM 020 - Argumentation and Debate</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>COM 020H - Argumentation and Debate – Honors</td>
<td>3</td>
</tr>
</tbody>
</table>

List B - Select two (2) courses. This includes any List A course not used above. (6 units)

<table>
<thead>
<tr>
<th>List B</th>
<th>6</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 012 - Introduction to Intercultural Communication</td>
<td>3</td>
</tr>
</tbody>
</table>
List C - Select one (1) course from the following (3 units):

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANT 003</td>
<td>Introduction to Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENG 001B</td>
<td>English Composition and Literature</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENG 001C</td>
<td>Clear Thinking in Writing</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PSY 001</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PSY 001H</td>
<td>General Psychology – Honors</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SOC 001</td>
<td>Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SOC 001H</td>
<td>Introduction to Sociology – Honors</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Units for Major 18

Total Units for Degree 60

Rationale:
This program was revised to update the course list.

**English Associate in Arts for Transfer (AA-T)**

The Associate in Arts in English for Transfer (AA-T in English) is designed to provide a clear pathway to a CSU institution for students who plan to transfer and complete a CSU major or baccalaureate degree in English. California Community College students who are awarded an Associate in Arts in English for Transfer (AA-T in English) are guaranteed admission with junior standing in the CSU system and given priority admission consideration to their local CSU institution or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or institutions. The Associate in Arts in English for Transfer (AA-T in English) provides students with a strong foundation in critical reading, writing, and thinking as well as literary analysis and research methods. Students majoring in English enroll in survey courses, which expose them to a range of types and styles of literature; courses in literature from many cultures and eras; and courses in special topics such as
film and creative writing. Upon completion of the Associate in Arts in English for Transfer (AA-T in English), students will possess the knowledge and skills required for upper-division coursework in English. In addition, students will have gained preparation for careers in fields such as law, government, business, entertainment, advertising, public relations, writing, editing, and education.

**Program Learning Outcomes:**

- Students will write focused, organized, well-developed essays that support clear thesis statements and demonstrate competence in Standard English grammar and usage.
- Students will demonstrate critical thinking skills by analyzing and evaluating academic essays and literature.
- Students will formulate and clearly communicate their positions on diverse issues.
- Students will write a research paper that demonstrates the effective evaluation, integration, and documentation of sources.
- Explain how multicultural/global perspectives may influence the analysis of a written work.

**Career/Transfer Opportunities:** Students will be eligible to major in English upon successful completion of the program. Possible career options for students completing the Associate in Arts in English for Transfer and transferring to a four-year institution include: advertising, business, civil service, editing, journalism, law, library science, management, marketing communication, politics, public relations, publishing, research, teaching, technical communications, or writing.

<table>
<thead>
<tr>
<th>Course / Course Block</th>
<th>Required Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum Courses required (6 units)</td>
<td>6</td>
</tr>
<tr>
<td>ENG 001B - English Composition</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>ENG 001C - Clear Thinking in Writing</td>
<td>3</td>
</tr>
<tr>
<td>List A - Select two (2) courses (minimum of 6 units)</td>
<td>6</td>
</tr>
<tr>
<td>ENG 005A - Survey of English Literature</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>ENG 005B - English Literature from the 19th Century to Present</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>ENG 006B - Survey of World Literature</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
</tr>
<tr>
<td>------------</td>
<td>--------------------------------------------</td>
</tr>
<tr>
<td>ENG 007A</td>
<td>American Literature to 1865</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>ENG 007B</td>
<td>American Literature 1865 to Present</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>List B</td>
<td>Select one (1) course (minimum of 3 units)</td>
</tr>
<tr>
<td>ENG 015</td>
<td>Introduction to Film Analysis</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>ENG 048</td>
<td>Introduction to Shakespeare</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>ENG 070</td>
<td>Creative Writing</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>List C</td>
<td>Select one (1) course (minimum of 3 units):</td>
</tr>
<tr>
<td>BUS 078B</td>
<td>Business Communications</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>ENG 013</td>
<td>Chicana/o-Latina/o Literature</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>ENG 043</td>
<td>Classical Mythology</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>FRN 001</td>
<td>First Semester French (elementary Level)</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>FRN 002</td>
<td>Second Semester French (Elementary Level)</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>FRN 003</td>
<td>Third Semester French (Intermediate Level)</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>FRN 004</td>
<td>Fourth Semester French (Intermediate Level)</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>HUM 001A</td>
<td>Human Values in and From the Arts</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>HUM 001B</td>
<td>Human Values in and From the Arts</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>JPN 001</td>
<td>First Semester Japanese</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>JPN 002</td>
<td>Second Semester Japanese</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>SPA 001</td>
<td>First Semester Spanish (Elementary Level)</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>SPA 002</td>
<td>Second Semester Spanish (Elementary Level)</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>SPA 003</td>
<td>Third Semester Spanish (Intermediate Level)</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
</tbody>
</table>
SPA 004 - Fourth Semester Spanish (Intermediate Level) 5
OR
SPA 050A - Basic Conversational Spanish and Culture 3
OR
SPA 050B - Basic Conversational Spanish and Culture 3
OR
VIE 001 - First Semester Vietnamese (Elementary Level) 5
OR
VIE 002 - Second Semester Vietnamese 5
OR
VIE 049A - Vietnamese for the Vietnamese-Speaking 3
OR
VIE 049B - Vietnamese Language and Culture for Fluent Speakers 3

Total Units for Major 18 - 20

Total Units for Degree 60

Rationale:
This program was revised to update the course list.

History Associate in Arts for Transfer (AA-T)

The Associate in Arts in History for Transfer (AA-T in History) is designed to provide a clear pathway to a CSU institution for students who plan to transfer and complete a CSU major or baccalaureate degree in History. California Community College students who are awarded an Associate in Arts in History for Transfer (AA-T in History) are guaranteed admission with junior standing somewhere in the CSU system and given priority admission consideration to their local CSU institution or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or institutions. The Associate in Arts for Transfer in History provides students the opportunity to cultivate a broad perspective on history. The program is designed to stimulate appreciation for, and understanding of historical and cultural trends, and knowledge of key figures and events. The program is also designed to facilitate learning in such a way to allow students to make connections to modern institutions and ideas, patterns of change and progress, and encourage an interest in the 21st century world. Students will also refine their cognitive and analytical faculties through studying historical works, researching historical subjects, and writing using primary and secondary sources. Critical thinking skills and historical understanding
through these courses provide a framework for lifelong study in the history and the humanities areas and offers students a breadth of knowledge that could be focused into single discipline degrees as well as applied to an interdisciplinary degree.

**Program Learning Outcomes:**
- Identify major historical trends and issues.
- Identify the main participants in historical events, of the culture under study.
- Analyze major historical events either verbally or in writing.
- Define and be able to compare and contrast key historical trends, issues, and cultural assumptions.
- Become familiar with values of different cultures and societies and learn to appreciate them.

**Career/Transfer Opportunities:** The program is intended for students who are considering transfer but have not decided on a major; students who are required to complete a degree for job promotion; or students who may wish to further their education and are considering a major that is interdisciplinary in focus.

<table>
<thead>
<tr>
<th>Course / Course Block</th>
<th>Required Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Courses Required (3 units)</td>
<td>3</td>
</tr>
<tr>
<td>HIS 017A - History of the United States to 1877</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>HIS 017AH - History of the United States to 1877 – Honors</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>HIS 017B - History of the United States since 1877</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>HIS 017BH - History of the United States since 1877 – Honors</td>
<td>3</td>
</tr>
<tr>
<td>List A: Select 2 courses (6 total units)</td>
<td>6</td>
</tr>
<tr>
<td>HIS 004A - History of Western Civilization</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>HIS 004AH - History of Western Civilization – Honors</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>HIS 004B - History of Western Civilization</td>
<td>3</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
</tr>
<tr>
<td>-------------</td>
<td>--------------------------------------------------</td>
</tr>
<tr>
<td>HIS 004BH</td>
<td>History of Western Civilization – Honors</td>
</tr>
<tr>
<td>HIS 015</td>
<td>World History to 1500</td>
</tr>
<tr>
<td>HIS 015H</td>
<td>World History to 1500 – Honors</td>
</tr>
<tr>
<td>HIS 016</td>
<td>World History since 1500</td>
</tr>
<tr>
<td>HIS 016H</td>
<td>World History since 1500 – Honors</td>
</tr>
</tbody>
</table>

**List B Area 1 Diversity:** Select one course from Area 1: (3-5 units). You may not select a course already selected for List A.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>FRN 001</td>
<td>First Semester French (elementary Level)</td>
<td>5</td>
</tr>
<tr>
<td>FRN 002</td>
<td>Second Semester French (Elementary Level)</td>
<td>5</td>
</tr>
<tr>
<td>FRN 003</td>
<td>Third Semester French (Intermediate Level)</td>
<td>5</td>
</tr>
<tr>
<td>FRN 004</td>
<td>Fourth Semester French (Intermediate Level)</td>
<td>5</td>
</tr>
<tr>
<td>HIS 015</td>
<td>World History to 1500</td>
<td>3</td>
</tr>
<tr>
<td>HIS 015H</td>
<td>World History to 1500 – Honors</td>
<td>3</td>
</tr>
<tr>
<td>HIS 016</td>
<td>World History since 1500</td>
<td>3</td>
</tr>
<tr>
<td>HIS 016H</td>
<td>World History since 1500 – Honors</td>
<td>3</td>
</tr>
<tr>
<td>HIS 031</td>
<td>History of East Asia</td>
<td>3</td>
</tr>
<tr>
<td>HUM 001A</td>
<td>Human Values in and From the Arts</td>
<td>3</td>
</tr>
<tr>
<td>HUM 001B</td>
<td>Human Values in and From the Arts</td>
<td>3</td>
</tr>
<tr>
<td>HUM 016A</td>
<td>Hispanic Roots &amp; Culture</td>
<td>3</td>
</tr>
<tr>
<td>HUM 018</td>
<td>African-American Culture and Humanities</td>
<td>3</td>
</tr>
</tbody>
</table>
HUM 022 - Introduction to Islam
OR
JPN 001 - First Semester Japanese
OR
JPN 002 - Second Semester Japanese
OR
SPA 001 - First Semester Spanish (Elementary Level)
OR
SPA 002 - Second Semester Spanish (Elementary Level)
OR
SPA 003 - Third Semester Spanish (Intermediate Level)
OR
SPA 004 - Fourth Semester Spanish (Intermediate Level)
OR
SPA 050A - Basic Conversational Spanish and Culture
OR
SPA 050B - Basic Conversational Spanish and Culture
OR
VIE 001 - First Semester Vietnamese (Elementary Level)
OR
VIE 002 - Second Semester Vietnamese
OR
VIE 049A - Vietnamese for the Vietnamese-Speaking
OR
VIE 049B - Vietnamese Language and Culture for Fluent Speakers

List B Area 2: Select one course from Area 2: (3 units)

ANT 003 - Introduction to Cultural Anthropology
OR
COM 012 - Introduction to Intercultural Communication
OR
COU 055 - Valuing Diversity
OR
GLB 001 - Global Perspectives
OR
GLB 002 - Global Issues
OR
HIS 020 - History and Geography of California
OR
HUM 007 - International Films 3
OR
POL 001 - American Government 3
OR
POL 004 - International Relations 3
OR
POL 007 - International Films 3
OR
PSY 001 - General Psychology 3
OR
SOC 001 - Introduction to Sociology 3

Total Units for Major 15 – 17

Total Units for Degree 60

Rationale:
This program was revised to update the course list.

HVC Refrigeration and Air Conditioning Technology Associate in Science
(Apprenticeship Program)

Apprentice mechanics work with various materials and equipment used in the, start up, testing, maintenance, service, repair and alteration of refrigeration and HVAC systems. They also work in the installation of refrigeration systems and refrigeration and HVAC control systems. Refrigeration systems may include refrigerant piping, refrigerant valves, controls, compressors, condensers, evaporators, fan coils, and associated equipment for commercial and industrial applications. HVAC systems may include chillers, boilers, air handlers, fans, environmental control / energy management systems, related piping and mechanical equipment. These specialized skills are acquired through on-the-job training (OJT) and classroom instruction and lead to employment in the construction and service industries. After 5 years of classroom and work experience students are recognized as journeypersons within the Pipe Trades industry. This major is designed to serve those students who want to further their post-secondary education and meet the California Community College requirements for the Associate Degree.

Program Learning Outcomes:
• In compliance with applicable standards and codes, students will demonstrate ability to install and remove refrigeration, heating, air conditioning, and ventilation systems, including the appropriate electrical/electronic control systems.

• In compliance with applicable standards and codes, students will demonstrate ability to maintain, repair, extend, and/or alter refrigeration, heating, air conditioning, and ventilation systems, including electronic control systems.

**Career Opportunities:** Graduates of the Associate in Science degree in Refrigeration & Air Conditioning Technology program will be employable as: Service Manager, Facilities Manager, Project Manager, Estimator, HVACR Instructor, HVACR Sustainable Technologies Technician, and/or a Union Business Agent/Business Manager in almost any industry. Students earning an Associate in Science degree in Refrigeration & Air Conditioning Technology will increase their marketability and employment opportunities.

<table>
<thead>
<tr>
<th>Course / Course Block</th>
<th>Required Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Courses Required</td>
<td>30</td>
</tr>
<tr>
<td>HVC 111 - Basic Refrigeration / Heritage / CFC / OSHA 10</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>HVC 112 - Refrigeration Science</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>HVC 113 - Basic Electricity for the HVAC Service Trade</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>HVC 114 - Advanced Electricity / Pneumatic DDC Introduction</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>HVC 115 - Controls I / Electro Pneumatics</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>HVC 116 - Controls II / Advanced Pneumatics Calibration / Hydronics</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>HVC 117 - Start, Test &amp; Balance I</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>HVC 118 - Start, Test &amp; Balance II / Energy Auditing Practices</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>HVC 119 - Chillers / Special Systems / HVACR Star Review</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>HVC 120 - HVACR Junior Mechanics Review &amp; Exam</td>
<td>3</td>
</tr>
<tr>
<td>Electives (9 units)</td>
<td>9</td>
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</table>
General Education Requirements as needed to reach 60 units. (This unit number does not included the electives listed above)

<table>
<thead>
<tr>
<th>Total Units for Major</th>
<th>21</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Units for Degree</td>
<td>60</td>
</tr>
</tbody>
</table>

Rationale:
This program was revised to update the course list.

HVC Refrigeration and Air Conditioning Technology Certificate of Achievement (Apprenticeship Program)

Apprentice mechanics work with various materials and equipment used in the, start up, testing, maintenance, service, repair and alteration of refrigeration and HVAC systems. They also work in the installation of refrigeration systems and refrigeration and HVAC control systems. Refrigeration systems may include refrigerant piping, refrigerant valves, controls, compressors, condensers, evaporators, fan coils, and associated equipment for commercial and industrial applications. HVAC systems may include chillers, boilers, air handlers, fans, environmental control / energy management systems, related piping and mechanical equipment. These specialized skills are acquired through on-the-job training (OJT) and classroom instruction and lead to employment in the construction and service industries. After 5 years of classroom and work experience students are recognized as journeypersons within the Pipe Trades industry. This certificate is designed to serve those students who want to further their post-secondary education.

Program Learning Outcomes:
- Correctly install refrigeration and HVAC system components.
- Correctly perform test and maintenance routines on refrigeration and HVAC systems.

Career Opportunities: Upon completion of all course requirements and 8000 hours of on-the-job training and 1080 hours of related training classes, graduates will be eligible for the State Certificated Pipe Trades examination. Depending upon the student’s career interest and courses taken, graduates find employment as: Refrigeration Fitter Air Conditioning Specialist HVAC Service Mechanic HVAC Technician Equipment Technician Building Inspector Construction Foreman A Certificate of Achievement will
be awarded upon completion of the core courses and minimum work hours. In addition, students will be eligible for an Apprenticeship Completion Certificate awarded by the California Division of Apprenticeship Standards (DAS).

<table>
<thead>
<tr>
<th>Course / Course Block</th>
<th>Required Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required courses</td>
<td>30</td>
</tr>
<tr>
<td>HVC 111 - Basic Refrigeration / Heritage / CFC / OSHA 10</td>
<td>3</td>
</tr>
<tr>
<td>AND HVC 112 - Refrigeration Science</td>
<td>3</td>
</tr>
<tr>
<td>AND HVC 113 - Basic Electricity for the HVAC Service Trade</td>
<td>3</td>
</tr>
<tr>
<td>AND HVC 114 - Advanced Electricity / Pneumatic DDC Introduction</td>
<td>3</td>
</tr>
<tr>
<td>AND HVC 115 - Controls I / Electro Pneumatics</td>
<td>3</td>
</tr>
<tr>
<td>AND HVC 116 - Controls II / Advanced Pneumatics Calibration / Hydronics</td>
<td>3</td>
</tr>
<tr>
<td>AND HVC 117 - Start, Test &amp; Balance I</td>
<td>3</td>
</tr>
<tr>
<td>AND HVC 118 - Start, Test &amp; Balance II / Energy Auditing Practices</td>
<td>3</td>
</tr>
<tr>
<td>AND HVC 119 - Chillers / Special Systems / HVACR Star Review</td>
<td>3</td>
</tr>
<tr>
<td>AND HVC 120 - HVACR Junior Mechanics Review &amp; Exam</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credits** 30

**Rationale:**
This program was revised to update the course list.

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**Mathematics Associate in Science**

Mathematics is a multifaceted subject of great beauty and application. Mathematics courses provide the student with a universal language used to study quantities and relationships in all fields. Through the study of mathematics, the student develops the ability to think logically and abstractly, as well as developing the problem solving and computational skills necessary for success in any field of study.
Program Learning Outcomes:
- Solve mathematical problems using techniques appropriate to the course content and level of study.
- Solve applied problems using mathematical methods appropriate to the course content and the level of study.
- Apply technology to analyze and solve problems.

Career/Transfer Opportunities: Career opportunities include the following: teaching, education, researcher, computer programming, and statistical analysis.

<table>
<thead>
<tr>
<th>Course / Course Block</th>
<th>Required Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum Courses (Required)</td>
<td>22</td>
</tr>
<tr>
<td>MAT 003A - Analytic Geometry and Calculus I</td>
<td>5</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>MAT 003AH - Analytic Geometry and Calculus I - Honors</td>
<td>5</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>MAT 003B - Analytic Geometry and Calculus II</td>
<td>5</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>MAT 004A - Multivariable Calculus</td>
<td>4</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>MAT 004B - Differential Equations</td>
<td>4</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>MAT 004C - Linear Algebra</td>
<td>4</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>MAT 010 - Elementary Statistics</td>
<td>4</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>MAT 010H - Elementary Statistics - Honors</td>
<td>4</td>
</tr>
<tr>
<td>Select one (1) course from the following:</td>
<td>3 - 5</td>
</tr>
<tr>
<td>AST 003 - Astronomy with Lab</td>
<td>4</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>AST 001 - Astronomy</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>BIO 010 - Introduction to Biology</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>CHM 002 - Introductory Chemistry</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>PHY 002A - General Physics - Mechanics and Thermodynamics</td>
<td>5</td>
</tr>
</tbody>
</table>
Select one (1) course from the following: 3 - 4

CIS 007 - Python Programming 4
OR
CIS 008 - Advanced Python Programming 4
OR
CIS 037A - Introduction to C Programming 4
OR
CIS 040 - C++ Programming 4
OR
CIS 043 - Software Development With Java 4
OR
EGR 030 - Introduction to Computing for Engineers 4
OR
MAT 005 - Introduction to MATLAB 3
OR
MAT 019 - Discrete Mathematics 4

Total Units for Major 28 - 31

Total Units for Degree 60

Rationale:
This program was revised to update the course list.

**Plumbing and Pipefitting Associate in Science (Apprenticeship Program)**

Apprentice Plumbers work with the various piping materials fixtures and equipment used in installation, removal, maintenance, extension and alteration of a plumbing system. Plumbing systems include piping systems conveying liquids or gas. This may include all drain, waste and vent piping, water piping, various fluids for industrial processes and gas piping within or adjacent to any building. These specialized skills are acquired through on-the-job training (OJT) and classroom instruction and lead to employment in the construction and service industry. After 5 years of classroom and work experience students are recognized as journeypersons within the Pipe Trades industry. This certificate is designed to serve those students who want to further their post-secondary education and meet the California Community College requirements for the Associate Degree.
Program Learning Outcomes:

• In compliance with applicable standards and codes, students will demonstrate ability to install and remove plumbing systems such as drain waste and ventilation systems, systems for various industrial fluids, public or private water systems and gas piping systems.

• In compliance with applicable standards and codes, students will demonstrate ability to maintain, extend, and/or alter plumbing systems including drain waste and ventilation systems, systems for various industrial fluids, public or private water systems and gas piping systems.

Career Opportunities: A graduate will be prepared to work as a Journeyman Commercial Plumber/Industrial Plumber, Foreman, General Foreman, Superintendent, Project Manager, Estimator, Detailer, Building Trades Inspector, Building Trades Instructor, and Union Business Agent/ Business Manager in a variety of industries including the energy, biopharmaceutical, healthcare, aerospace, construction, housing, water treatment, and food and beverage processing industries.

<table>
<thead>
<tr>
<th>Course / Course Block</th>
<th>Required Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Courses Required</td>
<td>30</td>
</tr>
<tr>
<td>PLM 101 - Safety/OSHA/Tools/Heritage/Service</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>PLM 102 - Mathematics/Science for the Plumbing Trade</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>PLM 103 - Plumbing Code/Water Supply Systems</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>PLM 104 - Drawing I for the Plumbing Trade</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>PLM 105 - Drawing II / Drainage</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>PLM 106 - Welding/Oxy-Acetylene Training</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>PLM 107 - Hydronic &amp; Steam Systems / Pipe Fitting &amp; Service</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>PLM 108 - Medical Gas / Rigging / Signal Person</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>PLM 109 - Advanced Drawing / Layout for the Plumbing Trades / UA Foreman Training</td>
<td>3</td>
</tr>
</tbody>
</table>
Electives (9 units) 9
WRK 300PP - Paid Occupational Work Experience for Plumbing Apprenticeship 9

General Education Requirements and electives as needed to reach 60 units (not including elective work experience listed above) 21

Total Units for Major 21
Total Units for Degree 60

Rationale:
This program was revised to update the course list.

**Plumbing and Pipefitting Technology Certificate of Achievement (Apprenticeship Program)**

Apprentice Plumbers work with the various piping materials fixtures and equipment used in installation, removal, maintenance, extension and alteration of a plumbing system. Plumbing systems include piping systems conveying liquids or gas. This may include all drain, waste and vent piping, water piping, various fluids for industrial processes and gas piping within or adjacent to any building. These specialized skills are acquired through on-the-job training (OJT) and classroom instruction and lead to employment in the construction and service industry. After 5 years of classroom and work experience students are recognized as journeypersons within the Pipe Trades industry. This certificate is purposely designed to serve those students who want to further their post-secondary education.

**Program Learning Outcomes:**
- In compliance with applicable standards and codes, students will demonstrate ability to install and remove plumbing systems such as drain waste and ventilation systems, systems for various industrial fluids, public or private water systems and gas piping systems.
- In compliance with applicable standards and codes, students will demonstrate ability to maintain, extend, and/or alter plumbing systems including drain waste and
ventilation systems, systems for various industrial fluids, public or private water systems and gas piping systems.

**Career Opportunities:** Upon completion of all course requirements and 8000 hours of on-the-job training and 1080 hours of related training classes, graduates will be eligible for the State Certificated Pipe Trades examination. Depending upon the student’s career interest and courses taken, graduates find employment as: Commercial Plumber, Pipe-Fitter, Residential Plumber, Construction Foreman, Welder, or Plumbing Inspector. A Certificate of Achievement will be awarded upon completion of the core courses and minimum work hours. In addition, students will be eligible for an Apprenticeship Completion Certificate awarded by the California Division of Apprenticeship Standards (DAS).

<table>
<thead>
<tr>
<th>Course / Course Block</th>
<th>Required Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Courses Required</td>
<td>30</td>
</tr>
<tr>
<td>PLM 101 - Safety/OSHA/Tools/Heritage/Service</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>PLM 102 - Mathematics/Science for the Plumbing Trade</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>PLM 103 - Plumbing Code/Water Supply Systems</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>PLM 104 - Drawing I for the Plumbing Trade</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>PLM 105 - Drawing II / Drainage</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>PLM 106 - Welding/Oxy-Acetylene Training</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>PLM 107 - Hydronic &amp; Steam Systems / Pipe Fitting &amp; Service</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>PLM 108 - Medical Gas / Rigging / Signal Person</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>PLM 109 - Advanced Drawing / Layout for the Plumbing Trades / UA Foreman Training</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>PLM 110 - Code II / Junior Mechanics Review &amp; Exam</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credits** 30
Rationale:
This program was revised to update the course list.

Spanish Associate in Arts for Transfer (AA-T)

The Associate in Arts in Spanish for Transfer (AA-T in Spanish) is designed to provide a clear pathway to a CSU institution for students who plan to transfer and complete a CSU major or baccalaureate degree in Spanish. California Community College students who are awarded an Associate in Arts in Spanish for Transfer (AA-T in Spanish) are guaranteed admission with junior standing in the CSU system and given priority admission consideration to their local CSU institution or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or institutions. The Spanish department offers courses that serve as a basis for broad liberal education, for advanced degrees and further study in languages, linguistics, English Literature, as preparation for a teaching credential, and as supplementary preparation for many professional fields including: emergency services, the legal and medical professions, social work, business, hospitality, information technology, foreign service, public relations, journalism, translation, and interpretation. Training in the Spanish language is widely considered essential preparation for teachers in California’s public schools.

Program Learning Outcomes:

- Upon completing the program the student will acquire a level of competence in Spanish (reading, writing, listening, speaking) that will increase marketability or enhance job performance in professions where knowledge of the Spanish language is necessary or helpful. The student will also be prepared for upper division coursework in Spanish at a four-year university.

- Upon completing the program the student will acquire a level of competence that enables them to compare and contrast cultural topics such as colonization, geography, nationality, ethnicity, politics, worldviews, and/or socioeconomic disparities within the Spanish-speaking world.

- Students will be able to demonstrate comprehension by responding appropriately to written and spoken expressions of the target language according to the level of study.

- Students will speak and convey information with accuracy and pronunciation acceptable to native-speakers of the language.
• Students will express ideas clearly and accurately in writing according to the level of study.

**Career/Transfer Opportunities:** Spanish is the language of the majority of Western hemisphere countries and is also the fastest growing language in California. Students planning to work in the health industry, foreign service, hospitality, education, law or public service, information technology, agriculture, construction, knowledge of Spanish is an invaluable asset. A degree in Spanish is an excellent way to expand career opportunities.

<table>
<thead>
<tr>
<th>Course / Course Block</th>
<th>Required Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Core Courses (Note: If you place out of SPA 001 and SPA 002, you must take 3 courses from the elective list)</td>
<td>19 - 23</td>
</tr>
<tr>
<td>SPA 001 - First Semester Spanish (Elementary Level)</td>
<td>5</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>SPA 002 - Second Semester Spanish (Elementary Level)</td>
<td>5</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>SPA 003 - Third Semester Spanish (Intermediate Level)</td>
<td>5</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>SPA 004 - Fourth Semester Spanish (Intermediate Level)</td>
<td>5</td>
</tr>
<tr>
<td>Elective list Select one of the following (3 credits) (or if you have placed out of SPA 001 and SPA 002, you should elect 3 courses, or 9 credits)</td>
<td>0</td>
</tr>
<tr>
<td>ENG 013 - Chicana/o-Latina/o Literature</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>HUM 016A - Hispanic Roots &amp; Culture</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>SPA 050A - Basic Conversational Spanish and Culture</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>SPA 050B - Basic Conversational Spanish and Culture</td>
<td>3</td>
</tr>
<tr>
<td>Total Units for Major</td>
<td><strong>19 - 23</strong></td>
</tr>
<tr>
<td>Total Units for Degree</td>
<td><strong>60</strong></td>
</tr>
</tbody>
</table>

**Rationale:**
This program was revised to update the course list.
TRN Coach Operator Certificate of Achievement (Apprenticeship Program)

Upon successful completion of 18 units of course requirements and 2000 hours of related work experience, graduates will be eligible for a Certificate of Completion of Coach Operator Apprenticeship from two government entities: the State of California Department of Industrial Relations, Division of Apprenticeship Standards, and the US Department of Labor, Employment and Training Administration, Office of Apprenticeship. Graduates are employed as Coach Operators, an entry-level position in the mass transit field. A Coach Operator employed by a transit agency can readily transfer/promote into a wide range of transit career positions, if qualified. Program Learning Outcomes: Students will demonstrate the skills needed to immediately contribute to quality, on-time service delivery to the riding public in a dynamic public transit environment. Students will display a sound command of both technical (driving) and interpersonal skills in coach operation and passenger relations. Students will interact effectively with a diverse community of coworkers and transit customers in order to meet and exceed service delivery objectives.

Program Learning Outcomes:
- Students will demonstrate the skills needed to immediately contribute to quality, on-time service delivery to the riding public in a dynamic public transit environment.
- Students will display a sound command of both technical (driving) and interpersonal skills in coach operation and passenger relations.
- Students will interact effectively with a diverse community of coworkers and transit customers in order to meet and exceed service delivery objectives.

Career Opportunities: Career opportunities for qualified persons entering the public transit industry are very diverse. Depending on the student’s career interest and courses taken, coach operator graduates find employment as coach operators, light rail operators, dispatchers, supervisors; and are eligible to transfer to other public transit careers such as maintenance, scheduling, or information technology (IT).

<table>
<thead>
<tr>
<th>Course / Course Block</th>
<th>Required Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required courses</td>
<td>18</td>
</tr>
<tr>
<td>TRN 101 - Foundations of Public Service for Transit Workers</td>
<td>2</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>TRN 401 - Coach Operator New Operator Training I</td>
<td>2</td>
</tr>
</tbody>
</table>
AND
TRN 402 - Coach Operator New Operator Training II 5
AND
TRN 403 - Coach Operator New Operator Training III 1
AND
TRN 404 - Coach Operator New Operator Training IV 1
AND
TRN 405 - Coach Operator New Operator Training V 1
AND
WRK 300TN - Occupational Work Experience for the Transportation Industry 6

Total Credits 18

Rationale:
This program was revised to update the course list.

TRN Overhead Line Worker Certificate of Achievement (Apprenticeship Program)

Upon successful completion of 25.5 units of course requirements and 2000 hours of related work experience, students will be eligible for the Overhead Line Worker Apprenticeship (approved by the State of California Department of Industrial Relations, Division of Apprenticeship Standards). Graduates are employed as Overhead Line Workers, a high-level Way, Power, and Signal Maintenance position in the mass transit field. An Overhead Line Worker working at a transit agency can train and promote to Overhead Line Worker Foreperson as the next step in the Way, Power, and Signal Maintenance career path. Depending on qualifications, the Overhead Line Worker can also apply for a range of other transit occupations.

Program Learning Outcomes:
- Students will perform inspection, maintenance and repair of major overhead line components of a light rail system; and maintain tools, equipment, and vehicles in good operational condition.
- Students will demonstrate effective safety protocols in a high voltage rail system environment.
- Students will interact effectively with a diverse community of coworkers in order to meet and exceed service delivery objectives.

Career Opportunities: Career opportunities for qualified persons entering the public transit industry are very diverse. Depending on the student’s career interest and courses
taken, coach operator graduates find employment as coach operators, light rail operators, dispatchers, supervisors; and are eligible to transfer to other public transit careers such as maintenance, scheduling, or information technology (IT).

<table>
<thead>
<tr>
<th>Course / Course Block</th>
<th>Required Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Courses</td>
<td>25.5 - 28.5</td>
</tr>
<tr>
<td>TRN 141 - Principles of Electricity and Test Equipment</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>TRN 142 - Electrical Safety for the Trades</td>
<td>2.5</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>TRN 143 - DC Theory and Power Components</td>
<td>2</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>TRN 144 - Traction Power Safety Practices</td>
<td>2.5</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>TRN 151 - Overhead Line Worker Apprenticeship Fundamentals I</td>
<td>2.5</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>TRN 152 - Overhead Line Worker Apprenticeship Fundamentals II</td>
<td>2.5</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>TRN 153 - Overhead Line Worker Apprenticeship Fundamentals III</td>
<td>2.5</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>TRN 154 - Catenary Safe Work Practices</td>
<td>5</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>TRN 155 - Mobile Crane - Boom Truck</td>
<td>2</td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>WRK 300TN - Occupational Work Experience for the Transportation Industry</td>
<td>1 - 4</td>
</tr>
</tbody>
</table>

**Total Credits** 25.5 - 28.5

**Rationale:**
This program was revised to update the course list.

**TRN Service Mechanic Apprenticeship Certificate of Achievement (Apprenticeship Program)**

Upon successful completion of 33.5 units of course requirements and 2000 hours of related work experience, graduates will be eligible for a Certificate of Completion, Service Mechanic Apprenticeship from the State of California Department of Industrial Relations, Division of Apprenticeship Standards; and a Certificate of Completion, Automotive
Technician Specialist (Service Mechanic) Apprenticeship from the US Department of Labor, Employment and Training Administration, Office of Apprenticeship. Graduates are employed as Service Mechanics, an entry-level maintenance mechanic position in the mass transit field. A Service Mechanic working at a transit agency can train and promote to Transit Mechanic or Overhaul and Repair Mechanic as the next step in the maintenance mechanic career path. The Service Mechanic can also apply for a wide range of other transit occupations, if qualified.

Program Learning Outcomes:

- Students will demonstrate the skills needed to perform minor repair, inspection, and lubrication of public transit vehicles.
- Students will assist transit mechanics and/or other journey level maintenance mechanics in more difficult mechanical maintenance work.
- Students will interact effectively with a diverse community of coworkers in order to meet and exceed service delivery objectives.

Career/Transfer Opportunities: Career opportunities for qualified persons entering the public transit industry are very diverse. Depending on the student’s career interest and courses taken, coach operator graduates find employment as coach operators, light rail operators, dispatchers, supervisors; and are eligible to transfer to other public transit careers such as maintenance, scheduling, or information technology (IT).

<table>
<thead>
<tr>
<th>Course / Course Block</th>
<th>Required Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Courses</td>
<td>33.5</td>
</tr>
<tr>
<td>TRN 201 - Service Mechanic Orientation &amp; Safety</td>
<td>2.5</td>
</tr>
<tr>
<td>TRN 202 - Service Mechanic Tools &amp; Fasteners</td>
<td>2.5</td>
</tr>
<tr>
<td>TRN 203A - Service Mechanic Electrical Electronics 1</td>
<td>2.5</td>
</tr>
<tr>
<td>TRN 203B - Service Mechanic Electrical Electronics 2</td>
<td>2.5</td>
</tr>
<tr>
<td>TRN 204 - Service Mechanic Air Brakes</td>
<td>2.5</td>
</tr>
<tr>
<td>TRN 205 - Service Mechanic Transmission</td>
<td>2.5</td>
</tr>
<tr>
<td>TRN 206 - Service Mechanic Diesel Engine</td>
<td>2.5</td>
</tr>
<tr>
<td>TRN 207 - Service Mechanic Hybrid Familiarization</td>
<td>2.5</td>
</tr>
</tbody>
</table>
AND
TRN 208 - Service Mechanic IO Controls 2.5
AND
TRN 209 - Service Mechanic Preventative Maintenance - PMI 2.5
AND
TRN 210 - Service Mechanic Overhaul & Repair Orientation 2.5
AND
WRK 300TN - Occupational Work Experience for the Transportation Industry 6

Total Credits 33.5

Rationale:
This program was revised to update the course list.

TRN Track Worker Apprenticeship Certificate of Achievement (Apprenticeship Program)

Upon successful completion of 18.5 units of course requirements and 2000 hours of related work experience, graduates will be eligible for a Certificate of Completion: Track Worker Apprenticeship from the State of California Department of Industrial Relations, Division of Apprenticeship Standards. Graduates are employed as Track Workers, an entry level Way, Power, and Signal maintenance position in the mass transit field. A Track Worker Mechanic working at a transit agency can train and promote to Senior Track Worker as the next step in the Way, Power, and Signal maintenance career path. Depending on qualifications, the Track Worker can also apply for a wide range of other transit occupations.

Program Learning Outcomes:
- Students will perform inspection, maintenance and repair of major track components of a light rail system; and keep general track area clean and in good operational condition.
- Students will demonstrate effective safety protocols in a high voltage rail system environment.
- Students will interact effectively with a diverse community of coworkers in order to meet and exceed service delivery objectives.

Career/Transfer Opportunities: Career opportunities for qualified persons entering the public transit industry are very diverse. Depending on the student’s career interest and courses taken, coach operator graduates find employment as coach operators, light rail
operators, dispatchers, supervisors; and are eligible to transfer to other public transit careers such as maintenance, scheduling, or information technology (IT).

<table>
<thead>
<tr>
<th>Course / Course Block</th>
<th>Required Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Courses</td>
<td>18.5</td>
</tr>
<tr>
<td>TRN 121 - Way, Power, &amp; Signal Maintenance Core Training I 1</td>
<td></td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>TRN 122 - Way, Power, &amp; Signal Maintenance Core Training II 1</td>
<td></td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>TRN 123 - Way, Power, &amp; Signal Maintenance Core Training III 1</td>
<td></td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>TRN 131 - Basic Principles of Track Maintenance I 2</td>
<td></td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>TRN 132 - Basic Principles of Track Maintenance II 2</td>
<td></td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>TRN 133 - Advanced Principles of Track Maintenance I 2</td>
<td></td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>TRN 134 - Advanced Principles of Track Maintenance II 2.5</td>
<td></td>
</tr>
<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>WRK 300TN - Occupational Work Experience for the Transportation Industry 7</td>
<td></td>
</tr>
<tr>
<td>Total Credits</td>
<td>18.5</td>
</tr>
</tbody>
</table>

**Rationale:**
This program was revised to update the course list.
SUBJECT: PURCHASE ORDER INCREASE FOR UPLIFT FAMILY SERVICES

CHANCELLOR’S RECOMMENDATION:
That the Board of Trustees authorize a purchase order increase from $85,164 to $150,000 for training under the Title IV-E Contract.

Funding Source/Fiscal Impact
Federal Title IV-E Training Funds are the source of revenue for this contract. All direct expenses incurred to operate within this contract will be fully funded by Title IV-E Training funds.

Reference(s)
The Board-approved Title IV-E Contract requires West Valley College to provide training and education in partnership with community-based organizations. The training provided under this purchase order supports the work of the Title IV-E Collaborative, including training for social workers, children’s mental health workers, foster parents and staff of residential treatment agencies in Santa Clara County that serve the families and children of Santa Clara County.

Background/Alternatives
West Valley College has contracted with the County of Santa Clara to provide Title IV-E funded training and education to individuals working and caring for children placed in out of home care including foster care, group home and foster family agency.

The college carries a purchase order for these trainings, but we are unable to predict the number of trainings needed until the mid-way point of each fiscal year. The increase to the original amount will satisfy the demand for trainings through the end of fiscal year 19/20.
The college routinely contracts with Uplift Family Services to provide part of this training. We are unable to contract the full amount until the mid-way point of each fiscal year. This is to ensure the need is still there. The increase to the original amount will satisfy the demand for trainings through the end of fiscal year 19/20.

The college’s revenue through June 30, 2019, was 100% of the maximum reimbursement of $997,012 for this contract year. This revenue covered all expenses associated with this contract. In-kind match has been met based on District salaries, benefits, facilities, operating expenses, and development of training.

Coordination
Brad Weisberg, Director of Career Services at West Valley College, will coordinate the education and training provided under this subcontract, under the supervision of the Acting Dean of Student Services, Mae Conroy.

Follow-up/Outcome
The Board of Trustees will be provided with periodic updates about the implementation of this project.
SUBJECT: PERSONNEL TRANSACTIONS TO BE ACTED UPON BY THE BOARD OF TRUSTEES

CHANCELLOR'S RECOMMENDATION:
That the Board of Trustees approve the listed items.

I. Appointment(s)

Classified

a. Gina Venn, Purchasing Assistant, WVMCEA Unit, Range 55 ($4,721.92-$6,185.17), Purchasing department, West Valley-Mission Community College District, 100% full-time, 12 months per year; effective February 10, 2020. Position ID# DC1015. Fund 110-General Fund.

II. Interim Appointment(s)

Temporary Academic

a. Jose Manzo, temporary appointment, Spring 2020 semester, EOPS Counselor, Mission College, 100% of full time, 11 months per year, effective January 1, 2020, through June 30, 2020. Position ID# MFN007. Fund 110-General Fund (0.50) and Fund 133-State Categorical Program Fund (0.50).
SUBJECT: TEAMSTERS LOCAL 856 (SUPERVISORS UNIT) INITIAL PROPOSALS FOR RE-OPENER NEGOTIATIONS WITH WEST VALLEY-MISSION COMMUNITY COLLEGE DISTRICT

Government Code Section 3547 requires that all initial proposals in collective bargaining must be presented at a public meeting of the public school employer. This is known as “sunshining” the initial proposals. The Supervisors Unit’s initial proposals to the District for reopener negotiations are being released as a public document.

At the Board of Trustees’ meeting on February 18, 2020, the public, having had a reasonable time to inform itself regarding the provisions of the initial proposals, will have an opportunity to express itself regarding the proposals in the form of public comments. Having received the public comment, the Board will vote to “adopt” the initial proposals.

The articles to be opened are:

Article 1 – Recognition

Article 17 – Health and Welfare Benefits
SUBJECT: RENEWAL OF PACKET FUSION, INC.’S AGREEMENT FOR MITEL (AKA SHORETEL) TELEPHONE SUPPORT

CHANCELLOR’S RECOMMENDATION:
That the Board of Trustees approve the Support Agreement with Packet Fusion for a three-year term at a total cost of $147,357.56 for Mitel (AKA ShoreTel) telephone support.

Funding Source/Fiscal Impact
The Mitel Telephone Support Agreement will be funded using the Unrestricted General Fund allocated to District Information Systems.

Reference(s)
The Board of Trustees approved agenda item 7.2 for the purchase and support of the Shoretel (now Mitel) campus telephone system on October 15, 2013. The original agreement has expired, and this renewal will cover three additional years of support. By agreeing to a three-year term, the District will receive a 10% discount on fees.

This purchase will be made pursuant to the California Multiple Award Schedules (CMAS). The CMAS Agreement number is 3-08-70-2630A.

Background/Alternatives
The District has been satisfied with the existing ShoreTel (now Mitel) telephone system. The renewal of the support agreement will ensure that staff and students can continue to rely on this important service without any disruption.

Coordination
This agreement has been reviewed by the Executive Director of General Services and Interim Chief Information Officer.

Follow-up/Outcome
Upon Board approval, a purchase order and contract will be issued to Packet Fusion in the amount of $147,357.56 for Mitel (AKA ShoreTel) telephone support.
SUBJECT: APPROVE THE 2020/2021 NONRESIDENT TUITION RATE

CHANCELLOR’S RECOMMENDATION:
That the Board of Trustees establish a nonresident tuition fee of $290 per credit unit and no foreign citizen capital outlay fee for fiscal year 2020/21.

Funding Source/Fiscal Impact
In FY 2018/19, the District received $2,509,654 in non-resident tuition revenue. For FY 2019/20, the Board approved a non-resident tuition rate of $265 per unit with projected revenue of approximately $2,214,938. The estimated revenue for non-resident tuition for FY 2019/20 decreased from FY 2018/19 by $294,716. This decrease was primarily the result of an overall decrease in enrollment. For FY 2020/21, the District is proposing to increase the non-resident tuition rate to $290 per unit, which is the statewide cost. The estimated revenue for FY 2020/21 will be approximately $2,423,894.

Reference(s)
Education Code Section 76140 requires each district governing board to establish the nonresident tuition fee for the succeeding fiscal year. Pursuant to Education Code Section 76141, a district may also charge to any non-resident student a capital outlay fee.

Background/Alternatives
Education Code section 76140 specifies seven options to determine the nonresident tuition fee. The options are as follows:

<table>
<thead>
<tr>
<th>Nonresident Tuition Fee Options</th>
<th>Per Credit Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.1 – District Average Cost</td>
<td>$412</td>
</tr>
<tr>
<td>A.2 – District Average Cost with 10 percent or more noncredit FTES</td>
<td>N/A</td>
</tr>
<tr>
<td>B.1 – Statewide Average Cost</td>
<td>$290</td>
</tr>
</tbody>
</table>
B.2 – Highest Statewide Average Cost $290

C – Contiguous District N/A

D – Between Statewide Average Expense of Education and District Expense of Education $290 to $412

E – Comparable States Average $414

Non-resident students served by the colleges are not supported with state apportionment funds. Districts are allowed and required to collect tuition fees from those students who do not meet the residency requirements for the State of California. The amount charged for non-resident tuition is determined using information provided by the state.

Districts are allowed to select from seven options in determining the amount to be charged for non-resident tuition. Revenue collected from non-resident students is retained by the District and does not affect the amount of state funding that is received. A discussion of the options is provided below.

Option A.1 – District Average Cost. This option allows the District to charge an amount equal to the cost of providing educational services to students. This is the full cost method, which recognizes that the District is providing services on a long-term basis and that non-resident students are factored into each of the college’s base operations. A disadvantage to this option is that some of the contiguous districts may charge less for tuition than West Valley - Mission’s actual cost of education.

Option A.1 is not recommended for the West Valley-Mission Community College District because it would significantly increase the fees for non-resident students.

Option A.2 - District average cost with 10% or more non-credit FTES. This option is not applicable to the District.

Option B.1 – Statewide average cost of education. This option provides districts with the ability to charge a tuition rate equal to the aggregated cost of education for the California community college system. This rate serves as the minimum amount that may be charged for those districts that have high costs of education and do not choose to have non-residents pay for the actual cost of education. An advantage of this option is that high cost districts can offer a lower tuition rate than what is allowed when the district rate exceeds the state rate. Districts surrounded by low cost of education districts may find that this pricing methodology provides a comparative advantage with students concerned only about price.
The disadvantage of using this rate is that the District is not recovering the full cost of education from non-resident students if the state rate is less than the District’s actual cost of education. In the past two years, non-resident FTEs has been increasing. When a recurring condition such as continuous enrollment of non-resident students occurs, the services necessary to accommodate those students are incorporated into the operations of the college. Those costs then become fixed costs. Over a period of time, there is no recognizable marginal increase that can be directly associated with a selected group of students. Accordingly, it is appropriate from a cost recovery perspective to charge the full cost of operations to non-resident students.

Option B.1 is being recommended for West Valley-Mission Community College District.

**Option B.2 – Highest Statewide Average Cost.** This option allows the District to use the greater of the succeeding fiscal year, the current fiscal year or any of the four prior fiscal years’ statewide average non-resident tuition fee calculation.

For the above option, it is the responsibility of the District to ensure and document that the additional revenue generated by the increased non-resident tuition permitted shall be used to expand and enhance services to resident students only (ECS 76140 (e)(1)(E)).

**Option C – Contiguous District.** This option allows the District to adjust its fee not to exceed the fee established by the governing board of any contiguous district. The advantage to this option is that the District may lower its tuition fee to mitigate concerns about students’ sensitivity to prices. When comparing tuition fees with contiguous districts, it is important to consider the capital outlay fees that must also be paid in a manner similar to tuition fees so that price-sensitive students consider the full amount of fees that are assessed for non-resident tuition.

**Option D – Between Statewide Average Expense of Education and District Expense of Education.** This option allows the District to charge a rate that is within a range where the state rate is the minimum fee and the District cost is the maximum fee. The advantage of this option is that the District can choose any amount within the range of costs. Additionally, through adjustment of the capital outlay fee, the District is able to match the fees of surrounding districts without creating a recognizable difference in tuition costs between the districts that are in direct competition with West Valley-Mission. Without state funding to compensate for the difference in the actual amount charged to non-resident students and the actual cost of education, funds are diverted from other programs and services to subsidize the cost of attendance by non-resident students.

**Option E – Comparable States Average.** This option allows the District to charge no more than the preceding fiscal year average nonresident tuition fees of public community colleges in at least 12 states comparable to California in cost of living.
For the above option, it is the responsibility of the District to ensure and document that the additional revenue generated by the increased non-resident tuition permitted shall be used to expand and enhance services to resident students only (ECS 76140 (e)(1)(E)).

**Nonresident Capital Outlay Fee**

In addition to the non-resident tuition rate required under Education Code Section 76140, the District may charge a capital outlay fee to those students who are both citizens and residents of a foreign country. The actual cost of capital outlay for FY 2018/19 was $107.50 per unit and changes each year as a result of substantial construction activity that occurs on an irregular basis.

While the capital outlay fee increases the cost of tuition for foreign students, other non-resident students are not required to pay the capital outlay fee. Capital outlay fees are to be used only for the purchase of capital equipment, capital construction, or repair and maintenance of facilities. The amount of the fee is to be the lesser of the amount that was expended by the District for capital outlay in the preceding fiscal year divided by the total full-time equivalent students of the District in the preceding fiscal year or 50% of the non-resident tuition fee adopted pursuant to Education Code Section 76140. In establishing the non-resident tuition fee, it is important to also consider the impact of a capital outlay fee.

It is not recommended that the District assess a capital outlay fee for FY 2020/21.

**Coordination**

This item was coordinated with other community college districts and was reviewed by the Audit and Budget Oversight Committee on January 15, 2020.

**Follow-up/Outcome**

Once the Board approves the rates, the Office of the Associate Vice Chancellor of Finance and Administration must communicate the outcome to the State Chancellor’s Office and to staff in charge of creating and publishing the class schedules at the colleges.
SUBJECT: ADMINISTRATIVE PERSONNEL TRANSACTIONS TO BE ACTED UPON BY THE BOARD OF TRUSTEES

CHANCELLOR'S RECOMMENDATION:
That the Board of Trustees, per Government Code section 54953(c)(3) and prior to taking final action, orally report a summary of all recommendations for final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of administrators, as defined in subdivision (d) of Section 3511.1, during the open meeting. Subsequent to the report, that the Board approve the following transactions.

I. Interim Appointment(s)

a. Debra Griffith, Interim Vice President, Student Services, West Valley College, Range 30 ($13,680.83-$17,055.66/per month); effective February 5, 2020, through June 30, 2020. Compensation paid in the form of fringe benefits shall be limited per the coverage selected ranging from $11,741-$28,270 on an annual basis.

Full Explanation of Transaction

a. Debra Griffith, Interim Vice President, Student Services, Administrative Unit, Range 30 ($13,680.83-$17,055.66/per month), Student Services, West Valley College, 100% of full time, 12 months per year; effective February 5, 2020, through June 30, 2020. Position ID# WAD006. Fund 110-General Fund. Compensation paid in the form of fringe benefits shall be limited per the coverage selected ranging from $11,741-$28,270 on an annual basis.
SUBJECT: ADOPT RESOLUTION NO. 20020401 IN SUPPORT OF PROPOSITION 13, THE PUBLIC PRESCHOOL, K-12, AND COLLEGE HEALTH AND SAFETY BOND ACT OF 2020

CHANCELLOR’S RECOMMENDATION:
That the Board of Trustees adopt Resolution No. 20020401 expressing the West Valley-Mission Community College District’s support of Proposition 13, the Public Preschool, K-12, and College Health and Safety Bond Act of 2020.

Funding Source/Fiscal Impact
Proposition 13, the Public Preschool, K-12, and College Health and Safety Bond Act of 2020, provides $2 billion to community colleges for constructing new classrooms to accommodate growth, repairing health and safety issues, renovating facilities, and equipping learning spaces with essential technology.

Reference(s)
The California Community College Chancellor’s Office estimates unmet community college facilities needs of approximately $22 billion over the next five years.

Background/Alternatives
Proposition 13 will not raise State taxes, and state matching funds reduce the need for additional local property taxes for college facilities.

Coordination
The state education facilities bond, State Proposition 13, will be placed on the next ballot for voter approval in spring 2020.

Follow-up/Outcome
Upon Board approval of the resolution, a copy will be forwarded to the California Community College Chancellor’s Office and Community College League of California.
RESOLUTION NO. 20020401

RESOLUTION OF THE BOARD OF TRUSTEES OF
THE WEST VALLEY - MISSION COMMUNITY COLLEGE DISTRICT
DETERMINING THAT THE WEST VALLEY-MISSION COMMUNITY COLLEGE DISTRICT
SUPPORTS PUBLIC PRESCHOOL, K-12 AND COLLEGE HEALTH AND SAFETY FACILITIES
BOND ACT OF 2020, STATE BALLOT PROPOSITION 13

WHEREAS, the California Community College system is the largest postsecondary system of education in the world, enrolling approximately 2.1 million students each year; and

WHEREAS, California’s 115 community colleges and 72 centers are located in nearly every community in the state, serving 20 more than 70 percent of California’s public postsecondary undergraduate students; and

WHEREAS, the primary mission of the California Community Colleges is to offer academic and vocational instruction. Colleges grant associate degrees, select baccalaureate degrees, and perform essential functions in the State’s interest by providing workforce training, transfer opportunities to four-year institutions, English as a Second Language courses, and community service courses; and

WHEREAS, California Community Colleges grappling with aging infrastructure that will need to be replaced, renovated, or retrofitted in order to adequately serve and support students and a bond will help colleges provide modern facilities to meet evolving program needs; and

WHEREAS, Article 1, Section 28 of the California Constitution states that public schools, including community colleges, shall be safe, secure and peaceful; and

WHEREAS, the California Community College Chancellor’s Office estimates unmet community college facilities needs of approximately $22 billion over the next five years; and

WHEREAS, Proposition 13 is the most robust statewide school bond in history and will invest $15 billion into school repairs, upgrades and safety measures, making California’s school buildings healthier, more secure and more conducive to learning; and

WHEREAS, the Public Preschool, K-12 and College Health and Safety Facilities Bond Act of 2020 will provide $2 billion to community colleges for construction of new classrooms to accommodate enrollment growth, repair of health and safety issues, equipping classrooms with essential technology, and renovation of facilities; and

WHEREAS, 13,000 middle class jobs are created for each $1 billion in education facility infrastructure investment; and

WHEREAS, these jobs will be created throughout California and will include almost all building trades; and

WHEREAS, quality community college facilities enhance the education and training of a skilled 21st century workforce, in furtherance of the State’s academic and economic goals; and
WHEREAS, the Public Preschool, K-12 and College Health and Safety Facilities Bond Act of 2020 will not raise State taxes; and

WHEREAS, the Public Preschool, K-12 and College Health and Safety Facilities Bond Act of 2020 State funds will reduce the need for additional local property taxes for school facilities; and

NOW, THEREFORE BE IT RESOLVED, that the West Valley - Mission Community College Board of Trustees support the Public Preschool, K-12 and College Health and Safety Facilities Bond Act of 2020.

APPROVED AND ADOPTED by the Board of Trustees of the West Valley - Mission Community College District this 4th day of February, 2020, by the following vote on roll call:

AYES:
NOES:
ABSTAIN:
ABSENT:

___________________________________
President, Board of Trustees

ATTEST:

___________________________________
Secretary, Board of Trustees