



**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AGENDA OF REGULAR MEETING OF THE BOARD OF TRUSTEES**

MEETING: Organizational and Only Meeting in December 2018

DATE: Tuesday, December 11, 2018, at 5:30 p.m.

**PLACE: Anaheim Campus Board Room
1830 W. Romney Drive, Anaheim, CA 92801**

Welcome to this meeting of the North Orange County Community College District Board of Trustees. If you wish to address the Board, please complete a yellow card entitled, "Request to Address Board of Trustees" and submit it to the Board's Recording Secretary. These cards are available at the podium outside the Board Room.

Members of the public may address the Board regarding items on the agenda as these items are taken up by the Board, according to the rules of the Board. Members of the public wishing to address matters not on the agenda will be invited to do so under "Comments: Members of the Audience" at the beginning of the meeting. The Board reserves the right to change the order of the agenda items as the need arises.

AGENDA:

1. a. **Pledge of Allegiance to the Flag**
- b. **Board of Trustees Roll Call**
- c. **Certificate of Appointment in Lieu of Election for Stephen T. Blount and Barbara Dunsheath**
- d. **Certificate of Election for Jeffrey P. Brown**
- e. **Administering Oaths of Office**
- f. **Presentation to the 2018 Board Officers**
- g. **Election of President of Board of Trustees for one-year term**
- h. **Election of Vice President of Board of Trustees for one-year term**
- i. **Election of Secretary of Board of Trustees for one-year term**
- j. **Appointment of representative and alternate to the County Committee on Election of Members of the County Committee on School District Organization**
(Ryan Bent and Barbara Dunsheath are the current appointees)
- k. **Appointment of representative to the Fullerton Museum Association of North Orange County**
(Molly McClanahan is the current appointee)
- l. **Appointment of representative to the Cypress College Foundation**
(Barbara Dunsheath is the current appointee)
- m. **Appointment of representative to the Fullerton College Foundation**
(Jacqueline Rodarte is the current appointee)
- n. **Appointment of representative to the Community College Foundation of North Orange County**
(Molly McClanahan is the current appointee)
- o. **Appointment of two Ad Hoc Representatives to the Community College Foundation of North Orange County**
(Fred Williams and Kai Stearns Moore are the current appointees)

- p. **Appointment of three representatives to the District Investment Committee**
(Ryan Bent, Jeffrey P. Brown, and Molly McClanahan are the current appointees)
- q. **Appointment of three representatives to the District Audit Committee**
(Stephen T. Blount, Jeffrey P. Brown, and Molly McClanahan are the current appointees)
- r. **Appointment of representative to the Orange County Community Colleges Legislative Task Force**
(Ed Lopez is the current appointee)
- s. **Appointment of Representative to the District Retirement Board**
(Jacqueline Rodarte is the current appointee)
- t. **Appointment of Chancellor as Executive Secretary**
- u. **Appointment of Administrative Support Manager, Chancellor's Office, as Recording Secretary**
- v. **Adoption of the 2019 Board Meeting Calendar: January through December**
- w. **Any other organizational matters**

End of Organizational Meeting

2. CONVENE OPEN SESSION OF REGULAR MEETING

- a. **Comments: Members of the Audience:** Members of the public may address the Board regarding items on the Agenda as such items are taken up, subject to regulations of the Board. All Board meetings, excluding closed sessions, shall be electronically recorded.
- b. **Consider Non-Personnel block-vote items indicated by [] in Sections 3 & 4**
- c. **Consider Personnel block-vote items indicated by [] in Section 5**

Agenda items designated as block-vote items with [] are considered by the Board of Trustees to either be routine or sufficiently supported by back-up information so that additional discussion is not required. Therefore, there will be no separate discussion on these items before the Board votes on them. Block vote items will be enacted by one motion.

An exception to this procedure may occur if a Board member requests a specific item be removed from block-vote consideration for separate discussion and a separate vote. Members of the public completing a card entitled, "Request to Address Board of Trustees" on an item removed from block-vote consideration will be heard prior to the Board's vote on that item.

Public records related to the public session agenda, that are distributed to the Board of Trustees less than 72 hours before a regular meeting, may be inspected by the public at the Chancellor's Office, 1830 W. Romneya Drive, Anaheim, CA 92801, during regular business hours (8:00 a.m. to 5:00 p.m.).

- d. **Reports:**
Chancellor
- e. **Comments:**
Resource Table Personnel
Members of the Board of Trustees
- f. **Approval of Minutes of the Regular Meeting of November 27, 2018.**
- g. **CLOSED SESSION: Per the following sections of the Government Code:**

Per Section 54957.6: CONFERENCE WITH LABOR NEGOTIATOR IRMA RAMOS, VICE CHANCELLOR, HUMAN RESOURCES: Employee Organizations: United Faculty/CCA/CTA/NEA, Adjunct Faculty United Local 6106, CSEA Chapter #167, and Unrepresented Employees.

Per Section 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE.

3. FINANCE & FACILITIES

- [a] It is recommended that the Board ratify purchase orders and checks. **(The Purchase Orders and Checks are available for review in the District's Business Office.)**
- [b] Authorization is requested for the 2018-2019 General Fund and Capital Outlay Fund transfers netting to the amount of \$2,347,343 and adoption of the resolution showing the summary, pursuant to the California Code of Regulations, Title 5, §58307. **(The Resolution is available for review in the District's Business Office.)**
- [c] Authorization is requested to make adjustments to General Fund, Child Development Fund, and Financial Aid Fund revenue and expenditure budgets in accordance with the revised fiscal year 2018-2019 allocations. **(The Resolution is available for review in the District's Business Office.)**
- d. It is recommended that the Board receive and review the annual audits of the District for fiscal year 2017-2018.
- [e] Authorization is requested to declare the attached list of items as surplus and for the Liquidation Company to conduct an auction for the sale of the surplus items.
- f. It is recommended that the Board adopt Resolution No. 18/19-13 Authorizing Public Sale of Property (Amerige Site).
- [g] It is recommended that the Board of Trustees reject the bid for Bid #1819-05, Roof Fluid-Applied Restoration Coating Project Cypress College Building 8 Piazza Deck and authorize staff to rebid the project at a later date.
- [h] Authorization is requested to file the Notice of Completion for Bid #1718-19, Anaheim Campus 2nd Floor Counseling Offices & 5th Floor CTE Lab Tenant Improvements with Interlog Construction and pay the final retention payment when due.
- [i] It is recommended that the Board approve Change Order Nos. 1 through 5 for Bid #1718-07, Anaheim Campus 7th & 10th Floors Tenant Improvements, with Miller Construction, in the total amount of \$7,093.28.
- [j] Authorization is requested to increase the purchase cost for the Relocatable Modular Building for Cypress College with Sean Khan Consulting Company, to \$587,682.05 plus any applicable tax.

- [k] Authorization is requested for the Board to authorize amending the architectural consultant services agreement with LPA, Inc. for the expansion of the Veterans' Resource Center including the Veterans' Memorial Plaza and renovation of the Student Activities Center project and increase the contract amount by \$147,520.
- [l] Authorization is requested for the Board to authorize amending the architectural consultant services agreement with LPA, Inc. for the Science, Engineering, & Math project at Cypress College and increase the contract amount by \$140,635.
- [m] It is recommended that the Board retroactively approve Fullerton College to host lunch for the CTE Showcase Day on December 11, 2018, at a cost not to exceed \$6,000.
- [n] Authorization is requested for Fullerton College to host the MAS Conference on January 16, 2019, at a cost not to exceed \$7,000.
- [o] Authorization is requested to pre-approve out-of-country travel for Deborah Davidson to Mexico City, Mexico from February 6-10, 2019.

4. **INSTRUCTIONAL RESOURCES**

- [a] It is recommended that the Board approve the summary of curriculum changes for Cypress College, to be effective Summer 2019 and Fall 2019.
- [b] It is recommended that the Board approve the summary of curriculum changes for Fullerton College, to be effective Fall 2019.

5. **HUMAN RESOURCES**

- [a] Request approval of the following items concerning academic personnel:
 - Temporary Contract
 - Leaves of Absence
 - Temporary Academic Hourly
- [b] Request approval of the following items concerning classified personnel:
 - Resignations
 - Termination
 - New Personnel
 - Change in Salary Step
 - Voluntary Changes in Assignment
 - Professional Growth & Development
 - Stipend for Administrative Duties
 - Leaves of Absence
 - New Classified Management Job Descriptions
- [c] Request approval of Professional Experts.

- [d] Request approval of short-term, tutors, interpreters and readers, professional medical employees, work-study/work experience, full-time students, and substitute (hourly) personnel.
- [e] Request approval of Volunteers.

6. GENERAL

- a. It is recommended that the Board receive as information the revised Administrative Procedures in Chapters 2 and 7.
- b. It is recommended that the Board receive as a first reading the proposed, revised Board Policies in Chapters 1, 2, and 3.
- c. It is recommended that the Board adopt Resolution No. 18/19-12, Trustee Absence, verifying that Trustee Jacqueline Rodarte was absent on November 27, 2018 due to illness.
- d. It is recommended that the Board discuss any potential future agenda items.

It is the intention of the North Orange County Community College District to comply with the Americans with Disabilities Acts (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance, the North Orange County Community College District will attempt to accommodate you in every reasonable manner. Please contact the Chancellor's Office, at (714) 808-4797, at least 48 hours prior to the meeting to inform us of your particular needs so that appropriate accommodations may be made.

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
2019 BOARD OF TRUSTEES MEETING CALENDAR**

**Board Room at the Anaheim Campus
1830 W. Romneya Drive, Anaheim
at 5:30 p.m. unless otherwise noted**

Only Regular Meeting in January	Fourth Tuesday, January 22, 2019
First Regular Meeting in February Second Regular Meeting in February	Second Tuesday, February 12, 2019 Fourth Tuesday, February 26, 2019
First Regular Meeting in March Second Regular Meeting in March	Second Tuesday, March 12, 2019 Fourth Tuesday, March 26, 2019
First Regular Meeting in April Second Regular Meeting in April	Second Tuesday, April 9, 2019 Fourth Tuesday, April 23, 2019
First Regular Meeting in May Second Regular Meeting in May	Second Tuesday, May 14, 2019 Fourth Tuesday, May 28, 2019
First Regular Meeting in June Second Regular Meeting in June	Second Tuesday, June 11, 2019 Fourth Tuesday, June 25, 2019
Only Regular Meeting in July	Fourth Tuesday, July 23, 2019
First Regular Meeting in August Second Regular Meeting in August	Second Tuesday, August 13, 2019* Fourth Tuesday, August 27, 2019 <i>*Tentative Meeting – Only if deemed necessary</i>
First Regular Meeting in September Second Regular Meeting in September	Second Tuesday, September 10, 2019 Fourth Tuesday, September 24, 2019
First Regular Meeting in October Second Regular Meeting in October	Second Tuesday, October 8, 2019 Fourth Tuesday, October 22, 2019
First Regular Meeting in November Second Regular Meeting in November	Second Tuesday, November 12, 2019 Fourth Tuesday, November 26, 2019
Only Regular Meeting in December	Second Tuesday, December 10, 2019

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE:	December 11, 2018	Resolution	<u> </u>
		Information	<u> </u>
SUBJECT:	Ratification of Purchase Orders and Checks	Enclosure(s)	<u> X </u>

BACKGROUND: Pursuant to the Purchasing Policy for the North Orange County Community College District, a summary of purchase orders and checks shall be submitted to the Board of Trustees for ratification at the first meeting of the Board following the issuance or prior to issuance where required.

The purchase order numbers P0124782 - P0129003, check numbers C0048615 - C0048772; F0230752 - F0231077; Q0006310 - Q0006314; 88484059 - 88485151; V0031594 - V0031597; 70091632 - 70091635; disbursements E8772810 - E8773988; and amended purchase orders have been processed since the previous Board meeting. Checks beginning with "C" are from the Cypress College Bursar's office; checks beginning with "F" are Fullerton College Bursar; checks beginning with "Q" are NOCE Bursar; checks beginning with "88" are District checks through the County Department of Education; checks beginning with "V" are District revolving checks; checks beginning with "7" are Cypress College Bursar's Office Student Refund Checks; and disbursements beginning with "E" are financial aid payments made electronically via the Bank Mobile disbursement process. These purchase orders and checks can be reviewed in the District's Business Office. All purchase orders and checks have been processed in accordance with the Plan of Implementation as approved by the Board pursuant to the concept of fiscal accountability.

How does this relate to the five District Strategic Directions? This item responds to Direction #4: The District will implement best practices related to planning including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and District levels, and the allocation of resources to fund planning priorities.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6330, Purchasing/Warehouse.

FUNDING SOURCE AND FINANCIAL IMPACT: Actual costs will be charged to applicable funds as goods and/or services are received.

RECOMMENDATION: It is recommended that the Board ratify purchase order numbers P0124782 - P0129003 through November 16, 2018, totaling \$3,341,749.57, and check numbers C0048615 - C0048772, totaling \$330,630.20; check numbers F0230752 - F0231077, totaling \$4,350,903.24; check numbers Q0006310 - Q0006314, totaling \$2,880.85; check numbers 88484059 - 88485151, totaling \$3,937,272.77; check numbers V0031594 - V0031597, totaling \$1,375.25; check numbers 70091632 - 70091635, totaling

3.a.1

Item No.

\$476.00; and disbursements E8772810 - E8773988, totaling \$1,806,347.60, through November 30, 2018.

Fred Williams

Recommended by

Approved for Submittal

3.a.2

Item No.

BOARD RECAP
FOR THE PERIOD OCTOBER 13, 2018, THROUGH NOVEMBER 16, 2018
BOARD MEETING 12/11/18

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0124782	California Comfort System USA Inc	\$ 12,000.00	Capital Outlay	AC	Blanket Order for Water Treatment Cogen Plant @ CC
P0125665	Vortex Industries Inc	\$ 2,000.00		AC	Door Inspection and Repair Services
P0128037	Smart & Final	\$ 1,000.00		FC	Blanket Order for Lab Supplies
P0128155	Sodexo Inc and Affiliates	\$ 238.24		FC	Catering for STEM Biology/Biotechnology Mixer
P0128279	Apple Computer Inc	\$ 56,762.94		CC	Computers
P0128294	Hunter Parts & Service	\$ 489.24		CC	Lab Supplies
P0128296	CDW Government Inc	\$ 2,212.60		AC	Computer
P0128306	Robert Maine	\$ 50.00		FC	Reimbursement for Annual Membership
P0128307	Allsteel Inc	\$ 30,269.04		CC	Classroom Furniture
P0128308	J W Pepper of Los Angeles	\$ 2,000.00		FC	Blanket Order for Music Supplies
P0128309	Balloons Pluss	\$ 329.75		NOCE	Decorations for Harvest Festival
P0128310	HAZ Party Rentals	\$ 2,215.53		NOCE	Harvest Festival Rental Setup
P0128311	Anaheim Place Partners LP	\$ 408.21		NOCE	Office Supplies
P0128312	Amazon Business	\$ 102.50		AC	Office Supplies
P0128313	Encore Data Products Inc	\$ 8,038.11		NOCE	Instructional Equipment
P0128314	Corporate Business Interiors Inc	\$ 3,646.31		CC	Tables
P0128315	Eliza Arellano	\$ 85.00		FC	Student Membership Fees
P0128316	California Compressor Inc	\$ 1,042.64		FC	Air Compressor Repairs
P0128317	Brea Chamber of Commerce	\$ 661.00		FC	Institutional Membership
P0128318	Jaquel Pitts	\$ 234.50		FC	Student Fees Reimbursement
P0128319	Estephania Solano	\$ 514.40		FC	CARE Auto Maintenance Reimbursement
P0128320	Amazon Business	\$ 457.88		FC	Instructional Equipment
P0128321	Hoist Service Inc	\$ 24,759.04		CC	Auto Hoist Installation Services
P0128322	Transportation Charter Services Inc	\$ 599.00		FC	Field Trip Transportation Fees
P0128323	Buddy's All Stars, Inc.	\$ 840.13		FC	Athletic Uniform
P0128324	Sodexo Inc and Affiliates	\$ 43.08		FC	Catering for California Educator Credentialing Exam Workshop
P0128325	Therese Mosqueda-Ponce	\$ 15.00		CC	Field Trip Parking Fee Reimbursement
P0128340	Fullerton Observer Community Newspaper	\$ 240.00		NOCE	Publication Advertisement
P0128341	Posit Science Corporation	\$ 720.00		NOCE	Software License
P0128369	MVP Promotions	\$ 2,650.65		CC	Marketing Materials
P0128380	ConvergeOne Inc	\$ 2,873.70		CC	Computer Components
P0128381	Cypress College	\$ 30.00		CC	Reimbursement for Parking Permit Fee
P0128382	GST	\$ 777.64		FC	Computer Monitors
P0128383	Paper 360 Inc	\$ 1,271.45		FC	Lab Supplies
P0128384	Apple Computer Inc	\$ 5,716.01		CC	Computer and Accessories
P0128385	Amazon Business	\$ 215.61		NOCE	Office Supplies
P0128386	Beacon Sales Acquisition Inc	\$ 2,500.00		CC	Blanket Order for Roofing Supplies
P0128388	Myers & Sons Hi-Way Safety Inc	\$ 2,500.00		CC	Blanket Order for Facilities Supplies
P0128389	Robert Brooke & Assoc	\$ 5,000.00		CC	Blanket Order for Facilities Supplies
P0128390	Amazon Business	\$ 1,103.20		NOCE	Textbooks
P0128391	Jose Miranda	\$ 50.00		FC	Reimbursement for Membership Dues
P0128392	VMI Inc	\$ 15,903.92		FC	Lab Supplies
P0128393	Amazon Business	\$ 150.68		CC	Lab Supplies
P0128394	Amazon Business	\$ 43.05		FC	Classroom Supplies
P0128395	John Farley	\$ 50.00		FC	Reimbursement for Membership Dues

BOARD RECAP
FOR THE PERIOD OCTOBER 13, 2018, THROUGH NOVEMBER 16, 2018
BOARD MEETING 12/11/18

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0128396	Raka Consulting	\$ 90,000.00		AC	Consulting Services for Educational Services
P0128397	Fullerton School District	\$ 12,672.00		NOCE	Adult Educational Block Grant Childcare Reimbursement
P0128398	Anaheim Elementary School District	\$ 29,194.45		NOCE	Blanket Order for Child Care Services
P0128399	Cameron Welding Supply	\$ 61,261.85		FC	Welding Equipment - Robotic System
P0128400	Fullerton College	\$ 1,444.00		FC	Student Health Fees Reimbursement
P0128401	Fullerton College	\$ 59.50		FC	Reimbursement for Student ID Fees
P0128402	Fullerton College	\$ 200.00		FC	Reimbursement for Student Sports Equipment Fee
P0128403	Alina Medina	\$ 64.50		FC	Student Fees Reimbursement
P0128404	Sodexo Inc and Affiliates	\$ 131.27		FC	Catering for Student Forum
P0128405	Sodexo Inc and Affiliates	\$ 416.76		FC	Catering for Humanities New Adjunct Luncheon
P0128406	Sodexo Inc and Affiliates	\$ 576.41		FC	Catering for Humanities Division Meeting Convocation
P0128407	StataCorp LP	\$ 1,230.00		FC	Software Licenses
P0128408	City of Fullerton	\$ 231.00		FC	Fire Alarm Services Fee
P0128409	Airdraulics	\$ 34,305.05		CC	Automatic Tire Changer
P0128410	C & A Safety Consultants	\$ 9,200.00		AC	CPR/First Aid Training
P0128411	Sikk Press	\$ 23,058.50		FC	Welding Equipment - Cutting Table
P0128412	Tab Products Company LLC	\$ 2,585.29		AC	Office Supplies
P0128413	Aztec Software Associates Inc	\$ 17,750.00		NOCE	Software License
P0128414	Jeanette Rodriguez	\$ 1,368.86		FC	Field Trip Fees Reimbursement
P0128415	CDW Government Inc	\$ 2,601.40		FC	Computers
P0128416	JM & J Contractors	\$ 12,372.90		AC	Carpet Installation Services
P0128417	Flymotion Unmanned Systems	\$ 4,288.45		FC	Video Encoders
P0128418	Sodexo Inc and Affiliates	\$ 405.91		FC	Catering for Natural Sciences Meeting
P0128419	California Geological Survey	\$ 3,600.00	Bond	AC	Geological Assessment Services
P0128420	J W Pepper of Los Angeles	\$ 3,000.00		FC	Blanket Order for Instructional Materials
P0128422	Seals West Packing Co	\$ 500.00		CC	Blanket Order for HVAC Supplies
P0128423	Placentia Yorba Linda USD	\$ 21,575.00		FC	Blanket Order for Football Stadium Rental
P0128424	French European Inc	\$ 500.00		FC	Blanket Order for Sewing Machine Repairs
P0128425	Clear-Com	\$ 1,000.00		FC	Blanket Order for Theatre Materials
P0128427	Sasco Electric	\$ 2,000.00		FC	Blanket Order for Onsite Cable Repairs
P0128430	eParts Services LLC	\$ 1,000.00		CC	Blanket Order for Heating Parts
P0128438	MB Painting	\$ 5,000.00		CC	Blanket Order for Painting Services
P0128439	P T I Sand & Gravel Inc	\$ 1,500.00		CC	Blanket Order for Field Supplies
P0128440	Coastal Carbonic	\$ 1,000.00		FC	Blanket Order for Tool Repairs
P0128441	E Sam Jones Distributor Inc	\$ 2,500.00		CC	Blanket Order for Lighting Supplies
P0128442	CPR Hero Inc	\$ 2,400.00		NOCE	Training for Pediatric CPR/First Aid Course
P0128449	Nguyen, Dustin D	\$ 1,567.80		CC	Workshop Dues
P0128450	Sodexo Inc and Affiliates	\$ 322.93		FC	Catering for Natural Sciences Workshop
P0128451	Johnson Controls Inc	\$ 9,985.00	Bond	AC	Software License for AC 10th Floor
P0128452	Corporate Business Interiors Inc	\$ 64,377.50	Bond	AC	Furniture for AC 10th Floor
P0128453	Gunlocke Company LLC	\$ 11,408.61	Bond	AC	Furniture for AC 10th Floor
P0128454	Workrite	\$ 972.23	Bond	AC	Furniture for AC 10th Floor
P0128456	Corporate Business Interiors Inc	\$ 95.00		AC	Charge for Damaged Rental Chair
P0128457	American System Integrators	\$ 25,685.80		NOCE	Security Cameras
P0128458	Office Depot	\$ 2,111.92		FC	Office Supplies

BOARD RECAP
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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0128459	Office Depot	\$ 3,255.06		CC	Office Supplies
P0128460	Marx Bros Fire Extinguisher Co Inc	\$ 500.00	Bond	AC	Renovation Fire Hydrant Flow Test in Bldg. 300 500 @ FC
P0128461	Cal Pro Specialties	\$ 9,602.68		CC	Marketing Materials
P0128462	NMK Corporation	\$ 973.94		FC	Computer Power Supply
P0128463	Super Mex Restaurant Inc	\$ 2,693.75		CC	Catering for Connect2Cypress Event
P0128464	Therese Mosqueda-Ponce	\$ 259.79		CC	Reimbursement for Catering for Mentor Training
P0128465	Amazon Business	\$ 318.92		FC	Computer Supplies
P0128466	John Rizuto Kiln Service Inc	\$ 475.00		FC	Kiln Repair Services
P0128467	Chef Marla McGee Inc.	\$ 529.88		CC	Catering for Campus Immigration Orientation
P0128468	Sodexo Inc and Affiliates	\$ 43.08		FC	Catering for Careers in Education Panel Event
P0128469	4imprint Inc	\$ 349.74		FC	Promotional Materials
P0128471	BSN Sports LLC	\$ 1,563.71		FC	Athletic Supplies
P0128472	Community College League of California	\$ 2,382.56		FC	Software License Fees
P0128473	Allsteel Inc	\$ 214,745.63	Bond	AC	Furniture for 10th Floor @ AC (CMAS)
P0128474	Amazon Business	\$ 96.77		NOCE	Instructional Supplies
P0128478	National Council for Marketing and Public Relations	\$ 180.00		AC	Office Supplies
P0128479	Amber Hoy	\$ 840.28		CC	Guest Speaker for the Art Exhibition
P0128482	Stoneware Inc	\$ 95.00		FC	Software License
P0128483	Markus Burger	\$ 588.84		FC	Instructional Reimbursement
P0128484	iT1 Source LLC	\$ 1,808.63		NOCE	Computer
P0128485	Umoja Community Education Foundation	\$ 11,420.00		CC	Conference Registration Fees
P0128487	Melika Tawakuly	\$ 34.50		FC	Student Fees Reimbursement
P0128488	Pested.Com LLC	\$ 195.00		FC	Software License
P0128489	Therese Mosqueda-Ponce	\$ 96.43		CC	Reimbursement for Field Trip Parking Fees
P0128490	GST	\$ 3,990.45		FC	Computer
P0128491	NetSupport, Inc	\$ 886.31		CC	Software License
P0128492	CDW Government Inc	\$ 5,601.88		FC	Printer
P0128493	Transportation Charter Services Inc	\$ 691.00		CC	Field Trip Transportation Fees
P0128494	Jostens	\$ 13.92		FC	College Degree Supplies
P0128503	GST	\$ 3,231.43		FC	Projector
P0128504	Substance Media Inc	\$ 10,000.00		FC	Independent Contractor for Video Services
P0128505	Computerized Assessment & Placement Programs Inc	\$ 11,657.10		CC	Assessment Test Fees
P0128506	Courtney Jane	\$ 78,600.00		AC	Risk Management Settlement
P0128507	Fred G Quiel & Associates	\$ 65,500.00		AC	Risk Management Settlement - Attorney Fees
P0128508	VMI Inc	\$ 40,325.45		FC	Studio Lights for the TV Studio
P0128509	Streaming Media Hosting	\$ 56,971.25		FC	Camera Server Unit
P0128510	Westesco	\$ 9,140.87		FC	Automotive Supplies
P0128511	Edgar Rothermich	\$ 260.12		FC	Reimbursement for Classroom Supplies
P0128512	Sasco Electric	\$ 1,048.00		CC	Data Cabling Installation
P0128513	Sidpath Inc	\$ 905.84		CC	Computer Monitors
P0128514	Fisher Scientific Co LLC	\$ 472.12		CC	Lab Supplies
P0128515	VWR Funding Inc	\$ 53.36		CC	Lab Supplies
P0128516	Heart Smart Technology	\$ 415.93		NOCE	First Aid Supplies
P0128517	Sodexo Inc and Affiliates	\$ 129.84		FC	Catering for Industry Speaker Meeting
P0128518	Alonti Cafe & Catering	\$ 838.38		NOCE	Catering for Career Pathways Day

BOARD RECAP
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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0128524	Jostens	\$ 83.81		FC	College Degree Supplies
P0128525	Catamaran Resort Hotel	\$ 2,033.40		FC	Field Trip Hotel Fees
P0128526	Fullerton College	\$ 440.00		FC	Student Parking Permit Fees
P0128527	Hu-Friedy Mfg Co LLC	\$ 26,002.38		CC	Lab Supplies
P0128528	Carousel Industries of North America Inc	\$ 16,585.68		AC	License Renewal
P0128529	Krueger International Inc	\$ 678.83		FC	Facilities Supplies
P0128530	Jostens	\$ 20.96		FC	College Degree Supplies
P0128531	Ann Marie Ruelas	\$ 406.07		CC	Reimbursement for Food on Field Trip
P0128532	WMFY We Mail For You	\$ 555.40		AC	Printing Services
P0128533	Sasco Electric	\$ 940.00		NOCE	Data Cabling Relocation
P0128541	Ashley Berry	\$ 108.28		CC	Reimbursement for Food for Educational Opportunity Orientation
P0128542	Orange County Farm Supply	\$ 800.00		FC	Blanket Order for Lab Supplies
P0128543	Alan Reza	\$ 200.00		CC	Reimbursement for Catering on Field Trip
P0128544	California Comfort System USA Inc	\$ 12,000.00		CC	Blanket Order for Water Treatment Cooling Tower
P0128545	Fullerton College	\$ 216.00		FC	Student Benefits Fees
P0128546	North Orange County ROP	\$ 21,541.00		NOCE	Regional Occupational Program Reimbursement
P0128547	Toshiba Business Solutions	\$ 242.44		FC	Office Supplies
P0128548	Drew & Associates	\$ 4,500.00		AC	Grant Writing for Cypress College Science Tech Engineering Pathway Grant
P0128549	Sodexo Inc and Affiliates	\$ 91.51		FC	Catering for Writing Center Tour Meeting
P0128550	Sodexo Inc and Affiliates	\$ 432.40		FC	Catering for Puente Mentor Training
P0128551	Kirk Pickler	\$ 151.86		CC	Reimbursement for Office Supplies
P0128552	Amazon Business	\$ 42.98		NOCE	Instructional Supplies
P0128553	Fatima Acuna	\$ 500.00		FC	Guest Performer for Social Sciences Event
P0128554	Christian Pino	\$ 500.00		FC	Audio Visual Services
P0128555	Esther Franco	\$ 500.00		FC	Social Sciences Event Performer
P0128556	Montgomery Hardware	\$ 37,824.28	Bond	AC	Doors Business Bldgs. @ CC
P0128557	Orvac Electronics	\$ 374.66		FC	Safety Eyewear
P0128559	Hootsuite Inc	\$ 5,040.00		FC	Software Licenses
P0128560	National Business Furniture LLC	\$ 6,824.90		CC	Display Case Cabinet
P0128561	Toshiba Business Solutions	\$ 63.03		FC	Maintenance Agreement for Copier
P0128562	Interact Communications Inc	\$ 2,500.00		FC	Campus Website Research and Design Services
P0128563	Blue Vigil LLC	\$ 8,301.25		FC	Electronic Equipment
P0128564	Apple Computer Inc	\$ 327.18		FC	Computer
P0128565	Outdoor Dimensions	\$ 2,086.68		CC	Plex Panels with Installation
P0128566	Orvac Electronics	\$ 1,375.97		FC	Charging Station Cart
P0128567	Apex Audio Inc	\$ 16,502.15		FC	Network Switches
P0128568	Anaheim Place Partners LP	\$ 125,000.00		NOCE	Expansion Tenant Improvements Project - B/A 10/23/18
P0128569	National League for Nursing Inc	\$ 770.00		CC	Nursing Examinations
P0128570	Sodexo Inc and Affiliates	\$ 107.78		FC	Catering for Student Seminar
P0128571	Toshiba Business Solutions	\$ 80.82		FC	Office Supplies
P0128572	Gisela Verduzco	\$ 266.15		CC	Office Supplies
P0128573	Computerland of Silicon Valley	\$ 377.09		FC	Software License Renewal
P0128575	3D Systems Inc	\$ 10,236.25		CC	Software License
P0128576	Amazon Business	\$ 361.85		FC	Lab Supplies
P0128577	GST	\$ 278.00		FC	Printer

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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0128578	GST	\$ 390.59		FC	Printer
P0128579	Tableau Software Inc	\$ 3,000.00		FC	Support Renewal
P0128580	Ammo Rayne	\$ 313.77		FC	CARE Auto Maintenance Reimbursement
P0128581	Corey Lamb	\$ 111.85		FC	CARE Auto Maintenance Reimbursement
P0128582	Jaimie Loy	\$ 761.73		FC	Student Fee Reimbursement
P0128583	YBH Restaurants Inc	\$ 183.16		CC	Catering for Science Tech Engineering Math Event
P0128584	Felipe Campoverde	\$ 719.28		FC	Student Fee Reimbursement
P0128585	Roberto Lozano	\$ 19.00		FC	Student Fee Reimbursement
P0128586	Jose Luis Cruz Monroy	\$ 49.00		FC	Student Fee Reimbursement
P0128587	Marisela Soto	\$ 52.50		FC	Student Fee Reimbursement
P0128588	Alejandra Escobar	\$ 49.00		FC	Student Fee Reimbursement
P0128589	Arduino LLC	\$ 1,346.82		CC	Instructional Supplies
P0128590	Jeanne Herrera	\$ 61.00		FC	Student Fee Reimbursement
P0128591	Lela Beck	\$ 113.09		CC	Reimbursement for Opening Ceremony Supplies
P0128592	Matheson Tri-Gas Inc	\$ 68,866.26		FC	Robotic System
P0128593	Amazon Business	\$ 105.34		NOCE	Office Supplies
P0128594	Shawntel Palacios	\$ 368.05		FC	CARE Auto Maintenance Reimbursement
P0128595	Computer Comforts Inc	\$ 19,513.93		FC	Workstation Furniture
P0128596	Sodexo Inc and Affiliates	\$ 114.00		FC	Catering for Fall College Fair
P0128597	Gisela Gonzalez	\$ 68.00		FC	Student Fee Reimbursement
P0128598	Amazon Business	\$ 2,668.08		FC	Lab Supplies
P0128599	Sodexo Inc and Affiliates	\$ 159.38		FC	Catering for Fall College Fair
P0128600	Alonti Cafe & Catering	\$ 245.51		AC	Catering for Diversity Seminar
P0128601	Sodexo Inc and Affiliates	\$ 154.89		AC	Catering for Diversity Seminar
P0128602	Amazon Business	\$ 70.84		AC	Computer Supplies
P0128619	Snap-on Business Solutions	\$ 5,770.41		CC	Cables
P0128620	Key Control Holding Inc	\$ 886.00		FC	Maintenance Agreement Renewal
P0128621	Articulate Global Inc	\$ 2,796.00		CC	Software License
P0128622	Amazon Business	\$ 337.34		CC	Lab Supplies
P0128623	Nth Generation Computing Inc	\$ 332,370.55		AC	Network Infrastructure Upgrades (Piggyback NASPO contract)
P0128624	Amazon Business	\$ 1,614.10		CC	Office Supplies
P0128625	Ricoh USA	\$ 1,277.49		FC	Office Supplies
P0128626	Totalplan, Inc	\$ 4,679.25		FC	Furniture for the Counseling and Computer Lab
P0128627	Raise 3D Inc	\$ 7,932.54		CC	Printer
P0128628	GST	\$ 582.26		FC	Computer Monitor
P0128629	Regents University of California Irvine	\$ 2,175.00		FC	Dance Conference Fees
P0128630	Forestry Suppliers Inc	\$ 303.27		FC	Lab Supplies
P0128631	Arthur J Gallagher & Company	\$ 33,391.00		AC	2017-18 Workers Compensation Excess Supplemental Premium
P0128632	Orange County Business Council	\$ 1,000.00		AC	Conference Sponsorship
P0128633	Alonti Cafe & Catering	\$ 343.10		AC	Catering for Diversity Rep Workshop
P0128634	Memorial Care Medical Foundation	\$ 122.00		AC	Medical Examination
P0128635	Jordan Ensheiwat	\$ 19.00		FC	Student Fee Reimbursement
P0128636	Luciano Bustos	\$ 34.50		FC	Student Fee Reimbursement
P0128637	Maria Razo	\$ 404.25		FC	CARE Auto Maintenance Reimbursement
P0128638	Brianda Rodriguez	\$ 202.04		FC	CARE Auto Maintenance Reimbursement

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P0128639	Orvac Electronics	\$ 1,634.92		FC	Electronic Supplies
P0128640	Sodexo Inc and Affiliates	\$ 145.46		FC	Catering for Health Services Staff Meeting
P0128641	Barnes & Noble Inc	\$ 118.97		FC	Textbooks
P0128642	Scantron Corporation	\$ 287.31		CC	Scantron Forms
P0128643	Gwynedd Connors	\$ 64.50		FC	Student Fee Reimbursement
P0128644	Bioquip Products Inc	\$ 1,331.63		FC	Lab Supplies
P0128645	Greatlike Media	\$ 2,250.00		FC	Website Development for Journalism Department
P0128646	Computerland of Silicon Valley	\$ 162.00		AC	Software Licenses
P0128647	Elaine Lipiz Gonzalez	\$ 183.75		FC	Reimbursement for Field Trip to Edwards Movies
P0128648	Machining Time Savers Inc	\$ 783.84		FC	Lathe Repair Fees
P0128649	Amazon Business	\$ 541.36		FC	Earth Science Lab Supplies
P0128650	Amazon Business	\$ 318.07		FC	Office Supplies
P0128651	Guidepost Solutions LLC	\$ 24,176.00	Capital Outlay	AC	Consultant Services for FC Fire Alarm Standards
P0128652	Guidepost Solutions LLC	\$ 29,620.00	Capital Outlay	AC	Consultant Services for FC Security Standard
P0128653	Alonti Cafe & Catering	\$ 122.76		AC	Catering for Diversity Training
P0128654	Montgomery Hardware	\$ 16,984.53	Capital Outlay	AC	Replacement of South Entrance Doors at Bldg. 200 @ FC
P0128655	A Alvarado Painting	\$ 7,400.00	Capital Outlay	AC	Pressure Concrete and Stucco Wash Bridge @ FC
P0128656	JM & J Contractors	\$ 5,800.00	Capital Outlay	AC	Repair Portable Classroom Siding @ FC
P0128658	American Fence Company Inc	\$ 334.03	Bond	AC	Fencing Repair Services @ CC
P0128659	R2A Architecture	\$ 9,288.00	Capital Outlay	AC	Design Striping Layout for Off-Site Parking Lot @ FC
P0128660	Office Depot	\$ 2,500.00		CC	Blanket Order for Office Supplies
P0128665	North Orange County Chamber	\$ 34,000.00		AC	Consultant: Grant Writing for Strong Workforce Project
P0128666	Grainger Inc	\$ 176.09		FC	Office Supplies
P0128667	Doing Good Works	\$ 2,796.54		AC	Promotional Materials
P0128668	Sodexo Inc and Affiliates	\$ 174.25		FC	Catering for Check Presentation Reception
P0128672	Safe-D-Needle LLC	\$ 140.38		CC	Lab Supplies
P0128673	SARS Software Products Inc	\$ 375.00		NOCE	Online Training
P0128674	Colette's Catering and Specialty Cakes Inc	\$ 948.22		AC	Catering for Strong Workforce Conference
P0128675	Folleh Tamba	\$ 605.00		CC	Guest Speaker for Film Exhibition
P0128676	Therese Mosqueda-Ponce	\$ 607.13		CC	Reimbursement for Student and Faculty Meals
P0128677	Carolyn Biller	\$ 100.00		FC	Guest Performer for the Music Department
P0128678	Moore Medical Corp	\$ 92.05		NOCE	Lab Supplies
P0128681	Business Expo Center LLC	\$ 17,929.24		NOCE	Facilities Rental Fee and Catering for Environment Professionals Event
P0128682	WMFY We Mail For You	\$ 2,730.00		NOCE	2019 Winter Class Schedule Mailing Services
P0128683	Amazon Business	\$ 308.61		NOCE	Instructional Supplies
P0128684	Sweetwater Sound Inc	\$ 867.41		FC	Audio Supplies
P0128685	4imprint Inc	\$ 2,380.69		FC	Marketing Materials
P0128686	Clever Foodies	\$ 15,789.00		NOCE	Catering for Outreach Event
P0128687	Emanuel Lancaster	\$ 300.00		FC	Guest Performer for the Music Department
P0128688	Sodexo Inc and Affiliates	\$ 939.01		FC	Catering for Classified Staff Appreciation Dinner
P0128689	HRC Catering	\$ 382.98		NOCE	Catering for College Knowledge Lunch 'n Learn Event
P0128690	Sodexo Inc and Affiliates	\$ 447.81		FC	Catering for Manufacturing Day Event
P0128691	Santa Ana College	\$ 160.00		FC	2018 Road to Teaching Conference Fees
P0128692	Printed Stitches	\$ 82.97		CC	Promotional Materials
P0128693	IPA Source LLC	\$ 358.31		FC	Institutional Subscription

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P0128694	Martha Romero	\$ 36.00		CC	Reimbursement for Parking and Hotel Fee for Science Tech Event
P0128695	Markus Burger	\$ 684.00		FC	Reimbursement for Instructional Supplies
P0128696	Sodexo Inc and Affiliates	\$ 423.29		FC	Catering for Business Roundtable Event
P0128698	Cal Pro Specialties	\$ 731.75		NOCE	Promotional Materials
P0128699	MB Painting	\$ 19,880.00		CC	Painting Services
P0128700	CDW Government Inc	\$ 2,212.60		AC	Computer
P0128702	Knorr Systems Inc	\$ 3,045.00		FC	Swimming Pool Maintenance Services
P0128703	Executive Environmental Services Corporation	\$ 548.04		FC	Lab Testing Services
P0128704	Fisher Scientific Co LLC	\$ 2,880.52		CC	Lab Supplies
P0128705	Cynmar Corporation	\$ 833.88		CC	Lab Supplies
P0128706	Verizon Wireless LA	\$ 7,000.00		CC	Blanket Order for Monthly Cell Phone Charges
P0128707	Amazon Business	\$ 150.85		CC	Instructional Supplies
P0128708	Toshiba Business Solutions	\$ 9,806.58		FC	Copier
P0128709	Strata Information Group	\$ 51,930.00		AC	BANNER Functional and Technical Support
P0128710	Montgomery Hardware	\$ 830.37		NOCE	Facilities Supplies
P0128711	GST	\$ 9,572.83		CC	Audio Video Installation Services
P0128712	Sodexo Inc and Affiliates	\$ 346.12		AC	Catering for Leadership Academy
P0128713	Gilbert & Stearns Inc	\$ 1,890.00	Bond	AC	Labor and Material for Installation of Power Meter
P0128714	Community College League of California	\$ 1,150.00		AC	Speaker for Leadership Meeting
P0128715	Flinn Scientific Inc	\$ 167.63		CC	Instructional Supplies
P0128744	Edilberto Valdez	\$ 585.00		CC	Reimbursement for Meals
P0128745	Brad Sprayberry	\$ 585.00		CC	Reimbursement for Meals
P0128746	Thomas Sutfin	\$ 216.00		CC	Reimbursement for Meals
P0128747	Clarence Stanback	\$ 151.00		CC	Reimbursement for Meals
P0128748	Steven McCormick	\$ 151.00		CC	Reimbursement for Meals
P0128749	Praxair Distribution Inc	\$ 278.50		FC	Lab Supplies
P0128751	Ceramics Monthly	\$ 19.99		CC	Publication Subscription
P0128752	ACS DivCHED Examinations Institute	\$ 135.53		FC	Instructional Materials
P0128753	1st California Notary Services	\$ 1,066.73		NOCE	Textbooks
P0128754	Amazon Business	\$ 119.58		FC	Lab Supplies
P0128755	Advanced Technologies Consultants	\$ 5,705.37		FC	Instructional Materials
P0128756	Drone Nerds Inc	\$ 17,066.54		CC	Drone and Accessories
P0128757	Cypress College	\$ 276.18		CC	Counselors Banquet Event
P0128758	Fullerton Paint and Flooring	\$ 2,733.28		FC	Facilities Supplies
P0128759	Uline Inc	\$ 500.82		FC	Utility Carts
P0128760	Nth Generation Computing Inc	\$ 6,164.00		AC	Support Renewal
P0128761	Jetline Systems Corporation	\$ 83,312.50		CC	Flight Simulator System
P0128762	Morrow Meadows Corp	\$ 190.00		NOCE	Cable Installation
P0128764	Donald Shamblin	\$ 17,760.00		AC	Oracle Software Technical Services
P0128765	Transportation Charter Services Inc	\$ 990.00		FC	Transportation for Cadena Cultural Center
P0128766	Callahan Automotive Information Systems	\$ 177.79		CC	Emission Application Guide
P0128767	Matthew Ortega	\$ 72.00		CC	Reimbursement for Parking & Hotel Fee for Science Tech Engineering Event
P0128768	Paul Van Antwerp	\$ 102.00		CC	Reimbursement for Parking & Hotel Fee for Science Tech Engineering Event
P0128769	Sarah Melendez	\$ 54.00		CC	Reimbursement for Parking & Hotel Fee for Science Tech Engineering Event
P0128771	Dishant Mehta	\$ 72.00		CC	Reimbursement for Parking & Hotel Fee for Science Tech Engineering Event

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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0128772	Ran Graphics Inc	\$ 6,610.47		FC	Printing of Spring 2019 Schedule
P0128773	Orange County Register	\$ 708.28		FC	Orange County Register Subscription
P0128774	Elaine Lipiz Gonzalez	\$ 358.60		FC	Field Trip Fees to Cal State Fullerton
P0128775	Umoja Community Education Foundation	\$ 3,940.00		FC	Umoja Community Education Field Trip
P0128776	Fullerton College	\$ 38.00		FC	Student Fee Reimbursement
P0128777	Daisy Villegas	\$ 49.00		FC	Student Fee Reimbursement
P0128778	3C4A	\$ 325.00		FC	Institutional Membership
P0128779	Markertek Video Supply	\$ 6,144.68		FC	Video Equipment
P0128780	Stater Bros Markets - A CA Corp	\$ 900.00		NOCE	Lab Supplies
P0128781	XLNT Window Tinting	\$ 354.11		FC	Window Tinting
P0128782	Sodexo Inc and Affiliates	\$ 379.51		FC	Catering for Peer Networking Meetings
P0128783	Full Compass Systems Ltd	\$ 70,887.97		FC	Theatre Microphone Systems
P0128784	2XL Corporation	\$ 1,236.43		FC	Gym Wipes
P0128801	Chefs Toys - Accusharp	\$ 2,101.13		CC	Culinary Supplies
P0128802	RefPay.com	\$ 7,344.00		FC	Sports Officials Fees
P0128803	Cypress College	\$ 38.00		CC	Student Health Fee Reimbursement
P0128804	Sodexo Inc and Affiliates	\$ 695.30		FC	Catering for Transfer Students Event
P0128805	Cypress College	\$ 30.00		CC	Student Parking Permit Fee Reimbursement
P0128806	Advanced Technologies Consultants	\$ 6,356.19		FC	Process Control Training System
P0128807	VWR Funding Inc	\$ 2,761.28		FC	Lab Supplies
P0128808	Tri-Star Gases LLC	\$ 9,967.97		FC	Welding Supplies
P0128809	Transportation Charter Services Inc	\$ 2,740.00		FC	Transportation Fees for the Baseball Team
P0128810	Amber Gonzalez	\$ 1,539.05		FC	Catering Reimbursement for Dia de Los Muertos Event
P0128812	Nuventive LLC	\$ 14,036.80		NOCE	Maintenance and Support Renewal
P0128813	iT1 Source LLC	\$ 7,287.88		NOCE	(27) Computer Monitors
P0128814	Sidepath Inc	\$ 31,840.41		CC	(6) Computers and Monitors
P0128815	City of Fullerton	\$ 462.00		FC	Fire Alarm Usage Fee
P0128816	Intermountain Lock & Security Supply	\$ 807.03		CC	Software License
P0128817	CDW Government Inc	\$ 2,515.81		FC	Computer
P0128818	Sodexo Inc and Affiliates	\$ 324.66		FC	Catering Natural Science Meeting
P0128819	Nth Generation Computing Inc	\$ 880.00		NOCE	Software Support Renewal
P0128819	Nth Generation Computing Inc	\$ 7,692.00		AC	Software Support Renewal
P0128820	Sasco Electric	\$ 9,600.00		CC	Data Cabling System Installation
P0128821	A Alvarado Painting	\$ 4,800.00		FC	Painting Services
P0128822	Jackson's Auto Supply	\$ 3,763.52		FC	Automotive Diagnostic Tool
P0128823	William Tool	\$ 1,600.00		CC	Guest Speaker for the Art Department
P0128824	Professional Turf Specialties, Inc.	\$ 4,700.00		FC	Baseball Field Testing Services
P0128825	Fullerton College	\$ 3.50		FC	CARE Program Fall 2018 Student ID Fee
P0128826	Fullerton College	\$ 12.00		FC	CARE Program Fall 2018 for FC A.S. Benefit Fee
P0128827	Fullerton College	\$ 60.00		FC	CARE Program Fall 2018 for FC Parking Permit Fees
P0128828	Transportation Charter Services Inc	\$ 1,220.00		FC	Transportation for Puente Motivational Conference
P0128830	The Research & Planning Group for CCC	\$ 25,000.00		CC	Independent Contractor for Course Map Consulting
P0128831	Corporate Business Interiors Inc	\$ 2,939.23		NOCE	Labor Fee to Install Office Furniture
P0128832	Allsteel Inc	\$ 1,185.51		NOCE	Office Furniture
P0128833	Hilltop Stores Inc	\$ 452.55		FC	Instructional Supplies

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P0128834	Tops Auto Supply	\$ 369.88		CC	Automotive Supplies
P0128835	Western Graphics Plus	\$ 788.22		CC	Marketing Materials
P0128836	Midwest Global Group, Inc	\$ 725.97		CC	Graduation Supplies
P0128837	Neopost Inc	\$ 2,152.50		AC	Software Subscription
P0128838	Office Depot	\$ 3,500.00		NOCE	Blanket Order for Office Supplies
P0128865	B & H Photo Video Inc	\$ 406.16		FC	Video Equipment
P0128866	McMaster Carr Supply Co	\$ 433.67		FC	Hardware Supplies
P0128867	Sodexo Inc and Affiliates	\$ 269.08		FC	Catering for Articulation Meeting
P0128868	NAFSA: Association of International Educators	\$ 295.00		CC	Software License
P0128869	WMFY We Mail For You	\$ 3,531.81		AC	Printing Services
P0128870	Montgomery Hardware	\$ 4,349.34		NOCE	Facilities Supplies
P0128871	McGraw-Hill Global Education LLC	\$ 4,500.00		FC	Software License
P0128872	American College Health Association	\$ 375.00		CC	Institutional Membership Fees
P0128873	Sodexo Inc and Affiliates	\$ 719.38		FC	Catering for Welding Meeting
P0128874	Westberg + White Inc	\$ 65,800.00	Capital Outlay	AC	FC Design & Facilities Campus Standards Upgrade
P0128875	Yanet Garcia	\$ 760.57		CC	Reimbursement Dinner for Students at the Science Tech Engineering Conference
P0128876	Atlassian Pty Ltd	\$ 2,050.00		AC	License Renewal
P0128877	Amazon Business	\$ 58.53		FC	Promotional Materials
P0128878	Vintage King Audio Inc	\$ 9,896.40		FC	Audio Supplies
P0128879	Amazon Business	\$ 313.01		FC	Instructional Supplies
P0128886	RefPay.com	\$ 3,564.00		FC	Sports Officials Fees
P0128887	Laguna Clay Co	\$ 913.76		FC	Classroom Supplies
P0128888	Hispanic Ass of Colleges & Univ	\$ 10,675.00		AC	Institutional Membership
P0128889	TechTime Services	\$ 700.00		FC	Simulator Training Usage Fee
P0128890	Field Time Target and Training LLC	\$ 1,224.47		FC	Range Rental Fee and Supplies
P0128891	VMI Inc	\$ 1,864.08		FC	Audio Equipment
P0128892	Flymotion Unmanned Systems	\$ 7,003.75		FC	Video Receiver
P0128902	Eclipse Rover LLC	\$ 2,889.34		FC	Radio Controlled Mobile System
P0128904	Inovativ Inc	\$ 2,051.56		FC	Media Equipment
P0128905	Placita Santa Fe Merchants Association	\$ 200.00		FC	Placencia Tamale Fest Entry Fees
P0128906	City of Fullerton	\$ 75.00		FC	City of Fullerton Winter Market Entry Fees
P0128907	Advanced Technologies Consultants	\$ 5,818.51		FC	Siemens Suitcase Training System
P0128908	McMaster Carr Supply Co	\$ 138.00		FC	Office Supplies
P0128909	Sodexo Inc and Affiliates	\$ 52.75		FC	Catering for Math League Study Sessions
P0128910	Transportation Charter Services Inc	\$ 997.00		FC	Transportation for Cadena Transfer Center
P0128911	Wawak Sewing Supplies	\$ 561.99		FC	Classroom Supplies
P0128912	Pearson VUE	\$ 3,120.00		CC	Online Tests
P0128913	A Alvarado Painting	\$ 4,800.00		FC	Drywall Repair Services
P0128914	GST	\$ 205,373.58		FC	(52) Computers and Monitors using (Piggyback LACCD)
P0128915	Bernard Russo	\$ 175.00		FC	Guest Speaker for Math and Computer Science
P0128916	Digital Networks Group Inc	\$ 1,305.24		AC	Projector Screen Installation
P0128917	Uniweb Inc	\$ 16,041.33		NOCE	Instructional Equipment Counter
P0128918	Donald Shamblin	\$ 4,800.00		AC	Oracle Software Technical Services
P0128919	Ran Graphics Inc	\$ 47,040.42		NOCE	Printing Winter Class Schedule
P0128920	Cengage Learning Inc	\$ 3,004.62		NOCE	Textbooks

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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0128921	Krueger International Inc	\$ 2,347.42		NOCE	File Cabinets
P0128922	Integrity Electric	\$ 3,979.00		FC	Lighting Installation Services
P0128923	CDW Government Inc	\$ 5,020.63		FC	(5) Computers
P0128924	Sidepath Inc	\$ 302.38		CC	Computer Monitor
P0128926	Anaheim Union High School District	\$ 18,000.00		CC	Blanket Order for Bus Transportation Services
P0128927	ABC Unified School District	\$ 3,000.00		CC	Blanket Order for Bus Transportation
P0128928	Norwalk-La Mirada Unified School District	\$ 3,000.00		CC	Blanket Order for Transportation Services
P0128929	Decking Systems Inc	\$ 5,000.00		CC	Blanket Order for Electrical Repairs
P0128930	Ricoh USA	\$ 1,100.00		FC	Blanket Order for Printer Repair Services
P0128932	MSC Industrial Supply Co Inc	\$ 420.00		FC	Blanket Order for Hardware Supplies
P0128933	University of Northern Colorado	\$ 200.00		FC	Blanket Order for Music Materials
P0128934	ejazzlines.com	\$ 2,000.00		FC	Blanket Order for Music Supplies
P0128935	Office Depot	\$ 500.00		FC	Blanket Order for Office Supplies
P0128936	Johnson Controls Fire Protection LP	\$ 15,000.00		FC	Blanket Order for Fire Alarm System Repairs
P0128938	Smart & Final	\$ 2,000.00		FC	Blanket Order for Food Supplies
P0128939	Bremer's Plumbing & Boiler Services Inc	\$ 15,000.00		FC	Blanket Order for Plumbing Supplies
P0128940	Orvac Electronics	\$ 15,000.00		FC	Blanket Order for Electronic Supplies
P0128942	South Coast Air Quality Management District	\$ 131.79		FC	Air Emissions Fees
P0128943	GST	\$ 59,336.46	Bond	AC	Audio Visual System Installation
P0128944	BMP Solutions	\$ 3,590.00	Bond	AC	Campus Grounds Cleanup
P0128945	Amazon Business	\$ 1,023.48		FC	Classroom Supplies
P0128946	Fisher Scientific Co LLC	\$ 2,099.95		FC	Lab Supplies
P0128947	Psomas	\$ 13,000.00		FC	Soil Survey Services
P0128948	Fred Pryor Seminars / Careertrack	\$ 199.00		FC	Maintenance Subscription Renewal
P0128949	Signature Flooring Inc	\$ 2,743.35		FC	Carpet Installation Services
P0128950	Commercial Foodservice Repair Inc	\$ 2,545.60		CC	Oven Repair Services
P0128951	Justin Elassal	\$ 15.00		CC	Reimbursement for Science Tech Event Parking Fee
P0128952	Adrian Salas	\$ 15.00		CC	Reimbursement for Science Tech Event Parking Fee
P0128953	Jonathan Sosa-Roman	\$ 57.00		CC	Reimbursement for Science Tech Event Parking Fee
P0128954	Kim Nguyen	\$ 114.00		CC	Reimbursement for Science Tech Event Hotel Fee
P0128955	BSN Sports LLC	\$ 2,318.65		FC	Athletic Uniform
P0128957	Fullerton Observer Community Newspaper	\$ 538.75		NOCE	Publication Advertisement
P0128959	Benner Metals Corp	\$ 1,273.62		FC	Lab Supplies
P0128963	Entenmann-Rovin Co	\$ 558.34		CC	Security Badges
P0128964	Nick Arman	\$ 284.41		FC	Reimbursement for Facilities Supplies
P0128965	Janet Zadina	\$ 4,000.00		CC	Guest Speaker for Trauma Sensitive Classroom
P0128966	Buddy's All Stars, Inc.	\$ 1,178.60		FC	Athletic Uniform
P0128967	FoxFury LLC	\$ 3,450.08		FC	Lighting Supplies
P0128968	Blank Shirts Inc	\$ 1,031.13		FC	Promotional Materials
P0128969	Plumbing & Industrial Supply	\$ 12,336.05	Capital Outlay	AC	Plumbing Supplies and Materials @ FC
P0128970	Department of General Services	\$ 304.30	Capital Outlay	AC	DSA Fee for Orchestra Pit @ CC
P0128971	Barnes & Noble Inc	\$ 336.82		FC	Textbooks
P0128972	Sodexo Inc and Affiliates	\$ 168.94		FC	Catering for Peer Connection Meetings
P0128973	Scholastic Inc	\$ 460.11		FC	Textbooks
P0128974	Home Depot	\$ 149.31		FC	Step Ladder

BOARD RECAP
FOR THE PERIOD OCTOBER 13, 2018, THROUGH NOVEMBER 16, 2018
BOARD MEETING 12/11/18

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0128975	Henry Schein Inc	\$ 992.33		CC	Lab Supplies
P0128976	All Data LLC	\$ 1,050.57		CC	License Subscription
P0128977	Promotional Concepts Enterprises	\$ 1,156.38		CC	Promotional Materials
P0128986	South Coast Air Quality Management District	\$ 4,134.29		FC	Air Quality Management Fees
P0128987	Juan Silva	\$ 400.00		CC	Honorarium for Latino Heritage Month
P0128989	Giang, Jacky L	\$ 269.00		CC	Reimbursement for Damaged Windshield
P0128992	Alonti Cafe & Catering	\$ 276.44		AC	Catering for District Diversity Workshop
P0128994	Brodart Co	\$ 2,000.00		CC	Blanket Order for Library Materials
P0128995	MVP Promotions	\$ 5,000.00		CC	Blanket Order for Promotional Items
P0128997	Melisa Morales Gomez	\$ 80.04		NOCE	Reimbursement for FastTrack Event
P0129002	Pasco Scientific	\$ 116.37		CC	Lab Supplies
P0129003	Fotronic Corporation	\$ 1,302.51		CC	Lab Supplies
		<u>\$3,341,749.57</u>			

Approved by: _____
Fred Williams, Vice Chancellor

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE:	December 11, 2018	Resolution	<u>X</u>
SUBJECT:	2018-2019 Budget Transfers: General Fund and Capital Outlay Fund	Information	<u></u>
		Enclosure(s)	<u>X</u>

BACKGROUND: While all areas attempt to project their expenditures accurately, situations occur which require transfers to be made. Many times an amount is budgeted for a project but the specific areas of expenditures are not determined until a later date. In this case, the funds are then transferred to the specific accounts.

The attached transfers have been requested and only represent those that affect a contingency account, exceed \$10,000 and/or establish new revenue and expense budgets. In each case, a brief explanation is stated. Additional information will be provided upon request. Pursuant to the California Code of Regulations Title 5, §58307, transfers of funds may be made from reserve for contingencies to any expenditure classification or between expenditure classifications at any time by written resolution of the Board of Trustees. In addition, a resolution providing for the transfer from reserve for contingencies to any expenditure classification must be approved by a two-thirds vote of the members of the Board of Trustees.

This agenda item was submitted by Kashmira Vyas, District Director, Fiscal Affairs.

How does this relate to the five District Strategic Directions? This item responds to Direction #4: The District will implement best practices related to planning including transparent decision-making processes, support of strategic and comprehensive planning activities at campus and District levels, and the allocation of resources to fund planning priorities.

How does this relate to Board Policy: This agenda item is submitted in accordance with Board Policy 6250, Budget Management.

FUNDING SOURCE AND FINANCIAL IMPACT: Budget transfers will be made to the various funds and accounts, as listed.

RECOMMENDATION: Authorization is requested for the 2018-2019 General Fund and Capital Outlay Fund transfers netting to the amount of \$2,347,343 and adoption of the resolution showing the summary, pursuant to the California Code of Regulations, Title 5, §58307.

Fred Williams

3.b.1

Recommended by

Approved for Submittal

Item No.

1. 17248: Strong Workforce Initiative - Local - CC

Transfer to align budget with approved program plans.

From:	5000 Other Operating Expenses & Services	(179,920)
To:	1400 Noninstructional Salaries	69,700
	3900 Benefits	15,220
	6000 Capital Outlay	95,000

2. 17258: Strong Workforce Program - Regional - CC

Transfer to align budget with approved program plans.

From:	5000 Other Operating Expenses & Services	(47,600)
To:	2300 Noninstructional Salaries	43,150
	3900 Benefits	1,450
	4000 Supplies & Materials	3,000

3. 11100: Prior Year Funds - FC

Transfer to provide budget for student success activities.

From:	5000 Other Operating Expenses & Services	(12,500)
To:	4000 Supplies & Materials	12,500

4. 11100: Prior Year Funds - CC

Transfer to provide funding for tutoring and mentoring services.

From:	6000 Capital Outlay	(583,000)
To:	5000 Other Operating Expenses & Services	583,000

5. 11100: Prior Year Funds - CC

Transfer to allocate funding for Pathway Support (Dual Enrollment), Extended Day Supplement, and Science, Technology, Engineering, or Mathematics (STEM) Programs.

From:	6000 Capital Outlay	(1,893,476)
To:	5000 Other Operating Expenses & Services	1,893,476

6. 17249: Strong Workforce Initiative - Local - CC

Transfer to align budget with approved program plans.

From:	5000 Other Operating Expenses & Services	(781,161)
To:	1400 Noninstructional Salaries	70,000
	2300 Noninstructional Salaries	414,500
	3900 Benefits	69,810
	4000 Supplies & Materials	62,150
	6000 Capital Outlay	164,701

Budget Transfers
12-11-2018

7. 18100: Instructional Equipment - NOCE

Transfer to cover purchase of software upgrade for SARS (counseling appointment systems).

From:	6000 Capital Outlay	(13,000)
To:	5000 Other Operating Expenses & Services	13,000

8. 15419: Perkins IV - CC

Transfer to align budget with approved program plans.

From:	2100 Noninstructional Salaries	(16,563)
	3900 Benefits	(3,572)
To:	6000 Capital Outlay	20,135

9. 4xxxx: Capital Outlay Funds - AC

Transfer to provide funding for Fullerton College Campus Standards Development Project.

From:	6000 Capital Outlay	(119,000)
To:	5000 Other Operating Expenses & Services	119,000

RESOLUTION OF THE BOARD OF TRUSTEES
OF
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
OF
ORANGE COUNTY, CALIFORNIA

WHEREAS, the Board of Trustees finds there is a need to make the budget transfers between the expenditure classifications as listed below, within the General Fund (0101), pursuant to the California Code of Regulations Title 5, §58307;

NOW, THEREFORE, BE IT RESOLVED that the budgets listed below are duly and regularly approved.

FROM		TO	
Budget Classification	Amount	Budget Classification	Amount
2100	\$ 16,563	1400	\$ 139,700
6000	2,211,780	2300	465,968
		3900	85,090
		4000	79,150
		5000	1,458,435
TOTAL	\$ 2,228,343	TOTAL	\$ 2,228,343

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA))
) SS
COUNTY OF ORANGE))

I, Fred Williams, Vice Chancellor, Finance and Facilities, of the North Orange County Community College District of Orange County, California, hereby certify that the above is a true excerpt from the minutes of a regular Board meeting held on December 11, 2018, and passed by a _____ vote of said Board.

Vice Chancellor, Finance and Facilities

The above transfer approved on the _____ day of _____.

Al Mijares, Ph.D., County Superintendent of Schools

by _____, Deputy
3.b.4

Item No.

RESOLUTION OF THE BOARD OF TRUSTEES
 OF
 NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
 OF
 ORANGE COUNTY, CALIFORNIA

WHEREAS, the Board of Trustees finds there is a need to make the budget transfers between the expenditure classifications as listed below, within the Capital Outlay Fund (4040), pursuant to the California Code of Regulations Title 5, §58307;

NOW, THEREFORE, BE IT RESOLVED that the budgets listed below are duly and regularly approved.

FROM		TO	
Budget Classification	Amount	Budget Classification	Amount
6000	\$ 119,000	5000	\$ 119,000

TOTAL	\$ 119,000	TOTAL	\$ 119,000
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AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA)
) SS
 COUNTY OF ORANGE)

I, Fred Williams, Vice Chancellor, Finance and Facilities, of the North Orange County Community College District of Orange County, California, hereby certify that the above is a true excerpt from the minutes of a regular Board meeting held on December 11, 2018, and passed by a _____ vote of said Board.

 Vice Chancellor, Finance and Facilities

The above transfer approved on the _____ day of _____.

Al Mijares, Ph.D., County Superintendent of Schools

by _____, Deputy

3.b.5

 Recommended by

 Approved for Submittal

 Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE:	December 11, 2018	Resolution	<u>X</u>
SUBJECT:	Budget Adjustments	Information	<u></u>
		Enclosure(s)	<u>X</u>

BACKGROUND: Revised 2018-2019 fiscal year allocations and amendments have been received for various federal- and state-funded programs. Based on these revised amounts, adjustments are needed to various General Fund, Child Development Fund, and Financial Aid Fund revenue and expenditure budgets that were previously approved by the Board.

The General Fund programs requiring an adjustment are:

- Board Financial Assistance Program (BFAP)
- California Work Opportunities and Responsibilities to Kids (CalWORKs)
- Child Care Resource Center
- Cooperative Agencies Resources for Education (CARE)
- Deputy Sector Navigator CACT CTE
- Disabled Student Programs and Services (DSPS)
- Education Futures Initiative: Teacher Preparation Pipeline Program Mini-Grant (TPP Program)
- Extended Opportunities Programs and Services (EOPS)
- Hispanic Serving Institutions (HSI)-STEM project Regional Alliance in STEM Education (RAISE) Grant
- Strong Workforce Program (SWP) - Regional Fund
- Temporary Assistance for Needed Families (TANF)
- VTEA (Perkins)

The Child Development Fund programs requiring an adjustment are:

- General Child Care
- Quality Rating and Improvement System (QRIS) Block Grant

The Financial Aid Fund programs requiring an adjustment are:

- Emergency Grant for Dreamers
- Student Success Completion Grant (SSCG)

This agenda item was submitted by Ivy Hwee, District Manager, Fiscal Affairs.

How does this relate to the five District Strategic Directions? This item responds to Direction #4: The District will implement best practices related to planning including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and District levels, and the allocation of resources to fund planning priorities; and Direction #5: The District will develop and sustain collaborative projects and partnerships with the community's educational institutions, civic organizations, and businesses.

How does this relate to Board Policy: This agenda item is submitted in accordance with Board Policy 3280, Grants.

FUNDING SOURCE AND FINANCIAL IMPACT: Various programs have received revised 2018-2019 allocations and amendments since the adoption of the District Proposed Budget on September 11, 2018 or subsequent adoption of new agreements by the Board. Budget adjustments are being submitted to revise revenue and expenditure budgets accordingly for the 2018-2019 fiscal year.

RECOMMENDATION: Authorization is requested to make adjustments to General Fund, Child Development Fund, and Financial Aid Fund revenue and expenditure budgets in accordance with the revised fiscal year 2018-2019 allocations. It is further requested that a resolution be adopted to adjust budgets and authorize expenditures within the General Fund, Child Development Fund, and Financial Aid Fund pursuant to the California Code of Regulations Title 5, Section 58308. Authorization is further requested for the Vice Chancellor, Finance and Facilities, or the District Director, Fiscal Affairs, to execute any agreements and related documents and any amendments to modify the agreements on behalf of the District.

SITE	PROGRAM NAME	TOTAL ADJUSTMENT	SOURCE OF ADJUSTMENT
	GENERAL FUND		
AC	Revised Allocation Adjustment VTEA (Perkins)	10,370	Updated Allocation
CC	Revised Allocation Adjustment BFAP	(4,431)	Correction to Carryover
	CalWORKs	360	Updated Allocation
	DSPS	99,958	Updated Allocation
	HSI-STEM Project RAISE Grant	20,000	Most Recent Contract
	SWP - Regional Fund	(111,968)	Correction to Budget
	TPP Program	18,077	Correction to Carryover
	VTEA (Perkins)	8,623	Updated Allocation
FC	Revised Allocation Adjustment BFAP	38,345	Correction to Carryover
	CalWORKs	28,080	Updated Allocation
	CARE	33,196	Updated Allocation
	Child Care Resource Center	(2,000)	Correction to Budget
	EOPS	175,568	Updated Allocation
	TANF	4,795	Updated Allocation
NOCE	Revised Allocation Adjustment Deputy Sector Navigator CACT CTE	(61,689)	Correction to Carryover
	GRAND TOTAL – GENERAL FUND	<u>257,284</u>	
	CHILD DEVELOPMENT FUND		
FC	Revised Allocation Adjustment General Child Care	6,035	Most Recent Contract
	QRIS Block Grant	(4,000)	Correction to Carryover
	GRAND TOTAL – CHILD DEVELOPMENT	<u>2,035</u>	
	FINANCIAL AID FUND		
CC	Revised Allocation Adjustment Emergency Grant for Dreamers	(116,286)	Correction to Carryover
FC	Revised Allocation Adjustment Emergency Grant for Dreamers	(116,013)	Correction to Carryover
	Student Success Completion Grant	746	Correction to Carryover
	GRAND TOTAL – FINANCIAL AID FUND	<u>(231,553)</u>	

Budget Adjustments (Board Date December 11, 2018) July 1, 2018 - June 30, 2019

Note: All expenditure adjustments are being placed in one account for each program. Separate budget transfers will be processed to reallocate the adjustment amount to align with program plans.

<u>Campus Fund</u> <u>General Fund (0101)</u>	<u>Account Title</u>	<u>Fund</u>	<u>Orgn</u>	<u>Account</u>	<u>Program</u>	<u>Acty</u>	<u>Locn</u>	<u>Adjustment</u>
AC Perkins	Capital Outlay	15419	1360	60000	6720			\$ 10,370.00
AC Perkins	Federal Revenues	15419	1360	81700	6720			\$ 10,370.00
CC BFAP	Other Operating Expenses	18519	3410	50000	6460			\$ (4,431.00)
CC BFAP	State Revenues	18519	3410	86278	6460			\$ (4,431.00)
CC CalWORKS	Noninstructional Supplies, Material	17119	3430	44110	6490	0400	N	\$ 360.00
CC CalWORKS	State Revenues	17119	3430	86250	6490	0400	N	\$ 360.00
CC DSPS	Supplies & Materials	17619	3220	40000	6420			\$ 99,958.00
CC DSPS	State Revenues	17619	3220	86230	6420			\$ 99,958.00
CC HSI-STEM Project RAISE Grant	Supplies & Materials	16630	3305	40000	6010			\$ 20,000.00
CC HSI-STEM Project RAISE Grant	Federal Revenues	16630	3305	81900	6010			\$ 20,000.00
CC Perkins	Capital Outlay	15419	4950	60000	6010	0325		\$ 8,623.00
CC Perkins	Federal Revenues	15419	4950	81700	6010	0325		\$ 8,623.00
CC SWP - Regional Fund	Other Operating Expenses	17258	4800	50000	6790	2328		\$ (111,968.00)
CC SWP - Regional Fund	State Revenues	17258	4800	86255	6790	2328		\$ (111,968.00)
CC TPP Program	Other Operating Expenses	18324	2732	50000	6010			\$ 18,077.00
CC TPP Program	State Revenues	18324	2732	86543	6010			\$ 18,077.00
FC BFAP	Other Operating Expenses	18529	6150	50000	6460			\$ 38,345.00
FC BFAP	State Revenues	18529	6150	86278	6460			\$ 38,345.00

FC	CalWORKS	Noninstructional Supplies, Material	17129	5975	44110	6470	\$	28,080.00
FC	CalWORKS	State Revenues	17129	5975	86250	6470	\$	28,080.00
FC	CARE	Noninstructional Supplies, Material	17529	6115	44110	6490	\$	33,196.00
FC	CARE	State Revenues	17529	6115	86276	6490	\$	33,196.00
FC	Child Care Resource Center	Other Operating Expenses	12110	5627	50000	6920	\$	(2,000.00)
FC	Child Care Resource Center	Other Contract Services	12110	5627	88320	6920	\$	(2,000.00)
FC	EOPS	Noninstructional Supplies, Material	17429	6130	44110	6430	\$	175,568.00
FC	EOPS	State Revenues	17429	6130	86220	6430	\$	175,568.00
FC	TANF	Supplies & Materials	15629	5975	40000	6470	\$	4,795.00
FC	TANF	Federal Revenues	15629	5975	81400	6470	\$	4,795.00
NOCE	Deputy Sector Navigator CACT	Other Operating Expenses	17357	9320	50000	6840	\$	(59,317.00)
NOCE	Deputy Sector Navigator CACT	Other Operating Expenses	17357	9320	59000	6840	\$	(2,372.00)
NOCE	Deputy Sector Navigator CACT	State Revenues	17357	9320	86541	6840	\$	(61,689.00)
<u>Child Development Fund (1212)</u>								
FC	General Child Care	Noninstructional Supplies, Material	31559	5626	44110	6920	\$	6,035.00
FC	General Child Care	State Revenues	31559	5626	86210	6920	\$	6,035.00
FC	QRIS Block Grant	Supplies & Materials	31617	5626	40000	6920	\$	(4,000.00)
FC	QRIS Block Grant	State Revenues	31617	5626	86543	6920	\$	(4,000.00)
<u>Financial Aid Fund (7474)</u>								
CC	Emergency Grant for Dreamers	Student Financial Aid	37675	3410	75000	7320	\$	(116,286.00)
CC	Emergency Grant for Dreamers	State Revenues	37675	3410	86284	7320	\$	(116,286.00)
FC	Emergency Grant for Dreamers	Student Financial Aid	37680	6150	75000	7320	\$	(116,013.00)
FC	Emergency Grant for Dreamers	State Revenues	37680	6150	86284	7320	\$	(116,013.00)
FC	Student Success Completion	Student Financial Aid	37542	6150	75000	7320	\$	746.00
FC	Student Success Completion	State Revenues	37542	6150	86237	7320	\$	746.00

RESOLUTION OF THE BOARD OF TRUSTEES
OF
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
OF
ORANGE COUNTY, CALIFORNIA

WHEREAS, the Board of Trustees finds there is a need to establish budgets from funding sources within the General Fund (0101), for fiscal year 2018-2019, pursuant to the California Code of Regulations Title 5, Section 58308;

NOW, THEREFORE, BE IT RESOLVED that the budgets listed below are duly and regularly approved.

<u>INCOME ACCOUNT</u>	<u>INCOME SOURCE</u>	<u>AMOUNT</u>
8170	VTEA	\$ 18,993
8199	Other Federal Revenues	24,795
8622	EOPS	175,568
8623	DSPS	99,958
8629	CaWORKs, TTIP, Other	(16,418)
8659	Other Reimbursable Categorical	(43,612)
8830	Contract Services	(2,000)
	TOTALS	\$ <u>257,284</u>

<u>EXPENDITURES ACCOUNT</u>	<u>DESCRIPTION</u>	
4000	Supplies & Materials	361,957
5000	Other Operating Expenses	(123,666)
6000	Capital Outlay	\$ 18,993
	TOTALS	\$ <u>257,284</u>

AYES:
NOES:
ABSENT:

STATE OF CALIFORNIA)
) SS
COUNTY OF ORANGE)

I, Fred Williams, Vice Chancellor, Finance and Facilities, of the North Orange County Community College District of Orange County, California, hereby certify that the above is a true excerpt from the minutes of a regular Board meeting held on December 11, 2018, and passed by a _____ vote of said Board.

Vice Chancellor, Finance and Facilities

The above transfer approved on the _____ day of _____.

Al Mijares, Ph.D., County Superintendent of Schools

by _____, Deputy
3.c.6

Item No.

RESOLUTION OF THE BOARD OF TRUSTEES
OF
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
OF
ORANGE COUNTY, CALIFORNIA

WHEREAS, the Board of Trustees finds there is a need to establish budgets from funding sources within the Child Development Fund (1212), for fiscal year 2018-2019, pursuant to the California Code of Regulations Title 5, Section 58308;

NOW, THEREFORE, BE IT RESOLVED that the budgets listed below are duly and regularly approved.

<u>INCOME ACCOUNT</u>	<u>INCOME SOURCE</u>	<u>AMOUNT</u>
8621	Child Development	\$ 6,035
8659	Other Reimbursable Categorical	(4,000)
	TOTALS	\$ <u>2,035</u>

<u>EXPENDITURES ACCOUNT</u>	<u>DESCRIPTION</u>	
4000	Supplies & Materials	\$ 2,035
	TOTALS	\$ <u>2,035</u>

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA)
) SS
COUNTY OF ORANGE)

I, Fred Williams, Vice Chancellor, Finance and Facilities, of the North Orange County Community College District of Orange County, California, hereby certify that the above is a true excerpt from the minutes of a regular Board meeting held on December 11, 2018, and passed by a _____ vote of said Board.

Vice Chancellor, Finance and Facilities

The above transfer approved on the _____ day of _____.

Al Mijares, Ph.D., County Superintendent of Schools
by _____, Deputy

3.c.7

Item No.

RESOLUTION OF THE BOARD OF TRUSTEES
OF
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
OF
ORANGE COUNTY, CALIFORNIA

WHEREAS, the Board of Trustees finds there is a need to establish budgets from funding sources within the Financial Aid Fund (7474), for fiscal year 2018-2019, pursuant to the California Code of Regulations Title 5, Section 58308;

NOW, THEREFORE, BE IT RESOLVED that the budgets listed below are duly and regularly approved.

<u>INCOME ACCOUNT</u>	<u>INCOME SOURCE</u>	<u>AMOUNT</u>
8629	CalWORKs, TTIP, Other	\$ (231,553)
	TOTALS	\$ <u>(231,553)</u>

<u>EXPENDITURES ACCOUNT</u>	<u>DESCRIPTION</u>	
7500	Student Financial Aid	\$ (231,553)
	TOTALS	\$ <u>(231,553)</u>

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA)
) SS
COUNTY OF ORANGE)

I, Fred Williams, Vice Chancellor, Finance and Facilities, of the North Orange County Community College District of Orange County, California, hereby certify that the above is a true excerpt from the minutes of a regular Board meeting held on December 11, 2018, and passed by a _____ vote of said Board.

Vice Chancellor, Finance and Facilities

The above transfer approved on the _____ day of _____.

Al Mijares, Ph.D., County Superintendent of Schools
by _____, Deputy

3.c.8

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES		Action _____
			Resolution _____
DATE:	December 11, 2018		Information <u> X </u>
			Enclosure(s) <u> X </u>
SUBJECT:	Review of Annual Audits - FY 2017-2018		

BACKGROUND: Pursuant to §84040 of the Education Code and in accordance with §59104 of Title 5 of the California Code of Regulations, the Board of Trustees is required to provide for and review the annual audit of all funds, books, and accounts of the District in accordance with regulations of the Board of Governors.

The District followed the provisions of Governmental Accounting Standards Board Statement No. 34, Basic Financial Statements and Management Discussion and Analysis for State and Local Governments, and Statement No. 35, Basic Financial Statements and Management Discussion and Analysis of Public Colleges and Universities, and related amendments, following the Business Type Activity (BTA) model. This model provides a comprehensive view of the District, combining the funds of the District under the full accrual basis of accounting. In addition, the District has provided the required management discussion and analysis that outlines the financial highlights and explains, in narrative form, the financial information contained in the basic financial statements.

The audit also included an examination for compliance with laws and regulations as described in the California Community Colleges Contracted District Audit Manual.

Summary of Auditor's Results

Criteria	Results/Response
<i>Financial Statements</i>	
Type of auditor's report issued	Unmodified
Internal Control over financial reporting	
Material weaknesses identified?	No
Significant deficiencies identified?	None reported
Noncompliance material to financial statements noted?	No
<i>Federal Awards</i>	
Internal control over major Federal programs	
Material weaknesses identified?	No
Significant deficiencies identified?	None reported
Type of auditor's report issued on compliance for major Federal programs	Unmodified
Any audit findings disclosed that are required to be reported in accordance with Section 200.516(a) of the Uniform Guidance?	No
<i>State Awards</i>	
Type of auditor's report issued on compliance for State programs	Unmodified

Audit Standards: The financial and compliance audit was done in accordance with generally accepted auditing standards and standards applicable to Financial Audits contained in Government Auditing Standards issued by the Comptroller General of the United States; Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), issued by the U.S. Office of Management and Budget; and standards issued by the State Department of Finance. The District received an unmodified ("clean") opinion on the audit, which means that the financial data was fairly stated in accordance with generally accepted accounting principles.

Internal Control: In conjunction with each financial and compliance audit of a community college district, the auditor conducts a study and evaluation of the community college district's system of internal accounting control and the systems established to ensure compliance with laws and regulations affecting the receipt and expenditure of state, federal, and local funds.

The audit included such testing as needed to generate the auditor's report on the study and evaluation of internal accounting control (including a description of material weaknesses) and systems established to ensure compliance with applicable laws and regulations. The audit noted no material weaknesses over either financial reporting or major federal programs.

Compliance: In addition to the auditor's reports and fiscal information presented in basic financial reviews, annual audits are required to report compliance aspects of significant state and federal programs. The audit noted no incidents of material weaknesses or significant deficiencies for either financial reporting or major federal programs.

Findings: The audit noted no current year findings and further noted that there were no prior year findings as well.

Other Audits

Other audits were performed on organizations closely associated with the District. These reports are being submitted for review:

- Community College Foundation of North Orange County Audit
- Proposition 39 Financial and Performance Audits
- Fullerton College Foundation Audit
- Cypress College Foundation Audit (is still in process and will be separately submitted at a later time)

This agenda item was submitted by Kashmira Vyas, District Director, Fiscal Affairs.

How does this relate to the five District Strategic Directions? This item responds to Direction #4: The District will implement best practices related to planning including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and District levels, and the allocation of resources to fund planning priorities.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6400, Audits.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is requested that the Board receive and review the annual audits of the District for fiscal year 2017-2018.

Fred Williams

Recommended by

Approved for Submittal

3.d.3

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE:	December 11, 2018	Resolution	<u> </u>
		Information	<u> </u>
SUBJECT:	Surplus and Obsolete Supplies and Equipment	Enclosure(s)	<u> X </u>

BACKGROUND: Education Code Section 81450 permits the Board of Trustees to declare District property as surplus if the property is not required for school purposes, is deemed to be unsatisfactory or not suitable for school use, or if it is being disposed of for the purposes of replacement. The attached list of surplus items have exceeded their useful life and are no longer suitable for the District. Other campuses were made aware of the surplus items and were given the opportunity to view and request various surplus equipment prior to Board approval. In the past, local high schools were made aware of the surplus items but these attempts received no response. In this instance, local high schools were not notified because the District deemed that these items would not be of use to them.

The Liquidation Company will conduct an auction for the sale of the attached list of surplus items. Proceeds collected by the auction company will be split between the District (55%) and the auction company (45%).

This agenda item was submitted by Jenney Ho, District Director, Purchasing.

How does this relate to the five District Strategic Directions? This item responds to Direction #4: The District will implement best practices related to planning including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and District levels, and the allocation of resources to fund planning priorities.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6550, Disposal of District Personal Property.

FUNDING SOURCE AND FINANCIAL IMPACT: Proceeds from the sale of surplus items will be deposited into the General Fund.

RECOMMENDATION: Authorization is requested to declare the attached list of items as surplus and for the Liquidation Company to conduct an auction for the sale of the surplus items. Proceeds collected by the auction company will be split between the District (55%) and the auction company (45%).

Fred Williams

3.e.1

Recommended by

Approved for Submittal

Item No.

SURPLUS ITEMS

Qty.	Description	Location
39	Computer	AC
4	Server Rack	AC
2	Monitor	AC
1	Tablet	AC
4	Laptop	AC
5	Printer	AC
1	Router	AC
1	Microwave	AC
1	Vacuum	AC
3	Chairs	AC
1	Air Purifier	AC
32	Computer	CC
26	Printer	CC
8	Projector	CC
124	Monitor	CC
8	Sound System	CC
1	Computer Accessory	CC
1	Scanner	CC
6	DVD Player	CC
9	Television	CC
19	Server	CC
6	Network Switch	CC
4	Network Equipment	CC
1	Server Rack	CC
7	Laptop	CC
1	Fax Machine	CC
3	Cart	CC
10	Desk	CC
2	Copier	CC
4	Sterilize Machine	CC
6	Cabinet	CC
5	Fitness Machine	CC
34	Lighing Equipment	CC
8	Camera	CC
9	Lab Equipment	CC
2	Cameras	CC
5	Photography Equipment	CC
2	Clocks	CC
1	Telescope	CC
1	Compressor	CC
4	Aviation Equipment	CC
1	Dolly Cart	CC

4	AC Unit	CC
4	Auto Lifts	CC
1	Bench	CC
3	Monitor	FC
34	Computer	FC
3	Document Camera	FC
1	DVD Player	FC
1	Fax Machine	FC
1	Label Maker	FC
4	Laptop	FC
5	Mac Pro Tower	FC
2	Disks	FC
3	Projector	FC
1	Cart	FC
9	Printer	FC
1	Radio Equipment	FC
1	Scanner	FC
1	Server	FC
10	Network Switch	FC
2	Television	FC

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE:	December 11, 2018	Resolution	<u>X</u>
SUBJECT:	Resolution Authorizing Public Sale of Property (Amerige Site)	Information	<u> </u>
		Enclosure(s)	<u> </u>

BACKGROUND: The North Orange County Community College District (“District”) owns certain excess real property located within the District on the south side of Wilshire Avenue between street addresses 406 and 412 Wilshire Avenue, Fullerton, CA 92832, APN: 033-083-32 and on the north side of Amerige Avenue, west of 411 East Amerige Avenue, Fullerton, CA 92832, APN: 033-083-33 (“Property”), and as more particularly described in the description attached hereto as Exhibit “A”;

On November 14, 2017, the Board declared the Property surplus and authorized the offer of the Property for sale.

On May 8, 2018, the Board rejected one bid received in the amount of \$400,000 for the Property.

While the sale of the Property is not limited to any particular development, the District would like to use its best efforts to ensure the Property is sold at its highest and best sale value. The District once again desires to sell the Property in a public bid hearing pursuant to Education Code Section 81365 et seq. Interested bidders for the purchase of the property shall submit a bid proposal on a form supplied by the District. The minimum bid for the Property shall be no less than Five Hundred Thousand (\$500,000.00).

This agenda item was submitted by Fred Williams, Vice Chancellor, Finance & Facilities.

How does this relate to the five District Strategic Directions? This item responds to Direction #4: The District will implement best practices related to planning including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and District levels, and the allocation of resources to fund planning priorities.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6500, Property Management and Board Policy 6550, Disposal of District Property.

FUNDING SOURCE AND FINANCIAL IMPACT: This item has no financial impact.

RECOMMENDATION: It is recommended that the Board adopt Resolution No. 18/19-13 Authorizing Public Sale of Property (Amerige Site). Authorization is further requested for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing, to conduct the sale on behalf of the District.

Fred Williams

3.f.1

Recommended by

Approved for Submittal

Item No.

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**



**RESOLUTION NO. 18/19-13 AUTHORIZING PUBLIC SALE OF PROPERTY
(AMERIGE SITE)**

WHEREAS, the North Orange County Community College District (“District”) owns certain excess real property located within the District on the south side of Wilshire Avenue between street addresses 406 and 412 Wilshire Avenue, Fullerton, CA 92832, APN: 033-083-32 and on the north side of Amerige Avenue, west of 411 East Amerige Avenue, Fullerton, CA 92832, APN: 033-083-33 (“Property”), and as more particularly described in the description attached hereto as Exhibit “A”;

WHEREAS, the District has determined that the best use of the Property includes the sale of the Property at its highest and best use value;

WHEREAS, the District desires to sell its fee simple interest in the Property;

WHEREAS, prior to any sale to the public, the Property must be offered to specified public entities pursuant to Government Code section 54222 and Education Code section 81363.5;

WHEREAS, pursuant to Education Code section 81363.5, notice must also be given by publication in a newspaper of general circulation to certain entities, including any public district, public authority, public agency, public corporation, or any other political subdivision of the state, to the federal government and to nonprofit charitable and nonprofit public benefit corporations;

WHEREAS, should the appropriate time periods described in Government Code section 54222 and Education Code section 81363.5 lapse, and no offer has been made on the Property by the entities described in said sections, the District desires to sell the Property in a public bid hearing, pursuant to Education Code section 81365 *et seq.*; and

WHEREAS, interested bidders for the purchase of the Property shall submit a bid proposal on a form supplied by the District;

NOW, THEREFORE, be it resolved by the Board of Trustees of the North Orange County Community College District (“Board”) as follows:

1. That the above recitals are true.
2. That the Board previously adopted and approved Resolution No. 17/18-07 on November 14, 2017, declaring the Property surplus, and authorizing the offer of the Property for sale;
3. That, while the sale of the Property is not hereby limited to any particular development, the District will use its best efforts to ensure the Property is sold at its highest and best use value

4. That the District sent written offers for the sale of the Property to public agencies pursuant to Government Code section 54222 and Education Code section 81363.5 and no public agencies expressed interest.

5. That the District gave public notice to public agencies of the District's intent to dispose of the Property by publishing notice in any newspaper of general circulation located within the District, once a week for three weeks and no public agencies expressed interest.

6. That the District previously conducted a public bid hearing and the Board rejected the one bid received.

7. That the Board pursuant to Education Code section 81365 *et seq.*, does hereby announce its intention to receive and consider proposals for the sale of the Property.

8. That each bidder shall submit with its bid proposal a certified or cashier's check made payable to the North Orange County Community College District in the amount of Ten Thousand Dollars (\$10,000.00) as bid security for entering into the purchase agreement. The deposit of the successful bidder will be retained by the District and applied towards the purchase of the Property pursuant to the purchase agreement. After execution of the purchase agreement by a successful bidder, or thirty (30) days, whichever comes first, all other deposits will be returned. If the successful bidder fails to execute the purchase agreement and provide all necessary documents within five (5) days of the Board's acceptance of its bid, the District may retain the bid security.

9. That the sale of the Property shall be upon the following terms and conditions:

a. The minimum bid for the Property shall be no less than Five Hundred Thousand Dollars (\$500,000.00).

b. A non-refundable deposit of Fifty Thousand Dollars (\$50,000.00) shall be due upon immediately upon execution of the purchase agreement. Additional deposits may be required during escrow as set forth in the purchase agreement and/or bid documents.

c. The purchaser agrees to remove two vacant houses located on another District property at 428 & 434 East Chapman Ave., Fullerton, CA 92832 ("Houses") and relocate said Houses to the Property, at the Buyer's sole cost.

d. The Property is sold in an "As-Is" condition.

e. The purchaser shall bear all costs associated with recording fees, documentary and other transfer taxes, title insurance premiums, and other escrow costs.

10. The District will not pay a real estate commission for the purchase or sale of the Property, except as specifically authorized by contractual agreement with the Board.

11. That bid proposal forms for the purchase of the Property may be obtained from the Business Office of the North Orange County Community College District

APPROVED, PASSED AND ADOPTED by the Governing Board of the North Orange County Community College District this 11th day of December 2018, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

I, Jacqueline Rodarte, President of the Governing Board of the North Orange County Community College District, do hereby certify that the foregoing is full, true, and correct copy of the Resolution passed and adopted by said Board at a regularly scheduled and conducted meeting held on said date, which Resolution is on file in office of said Board.

President of the Board of Trustees
North Orange County Community College District

I, Alba Recinos, Clerk of the Governing Board of the North Orange County Community College District, do hereby certify that the foregoing Resolution was regularly introduced and adopted by the Governing Board at a regular meeting thereof held on the 11th day of December, 2018, by the above described vote of the Governing Board;

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the North Orange County Community College District Governing Board this 11th day of December, 2018.

Clerk of Governing Board
North Orange County Community College District

EXHIBIT "A"

LEGAL DESCRIPTION OF PROPERTY

PARCEL 1:

LOTS 3 AND 22, IN BLOCK 2 OF VICTORIA SQUARE, IN THE CITY OF FULLERTON, COUNTY OF ORANGE, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 8 PAGE 41 OF MISCELLANEOUS MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID PROPERTY.

PARCEL 2:

LOTS 2, 3, 10, 11 AND 12 IN BLOCK 3 OF VICTORIA SQUARE, IN THE CITY OF FULLERTON, COUNTY OF ORANGE, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 8 PAGE 41 OF MISCELLANEOUS MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

EXCEPT FROM SAID LOTS 10, 11 AND 12 THOSE PORTIONS THEREOF LYING WESTERLY OF THE FOLLOWING DESCRIBED LINE:

BEGINNING AT A POINT IN THE NORTHERNLY LINE OF SAID LOT 10, DISTANT LONG SAID NORTHERLY LINE EASTERLY 65.68 FEET FROM THE NORTHWESTERLY CORNER OF SAID LOT 10; THENCE IN A DIRECT LINE SOUTHEASTERLY TO A POINT IN THE SOUTHERNLY LINE OF SAID LOT 12 DISTANT ALONG SAID SOUTHERLY LINE EASTERLY 82.50 FEET FROM THE SOUTHWESTERLY CORNER OF SAID LOT 12.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: December 11, 2018

SUBJECT: Rejection of Bid, Bid #1819-05, Roof Fluid-
Applied Restoration Coating Project
Cypress College Building 8 Piazza Deck

Action _____
Resolution _____
Information _____
Enclosure(s) _____

BACKGROUND: On October 25, 2018, the Purchasing Department received one (1) bid for Bid #1819-05, Roof Fluid-Applied Restoration Coating Project, Cypress College Building 8 Piazza Deck. After reviewing the bid, staff determined that it would be in the best interest of the District to reject the bid and rebid the project at a later date.

This agenda item was submitted by Jenney Ho, District Director, Purchasing.

How does this relate to the five District Strategic Directions? This item responds to Direction #4: The District will implement best practices related to planning including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and District levels, and the allocation of resources to fund planning priorities.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6330, Purchasing/Warehouse.

FUNDING SOURCE AND FINANCIAL IMPACT: None.

RECOMMENDATION: It is recommended that the Board of Trustees reject the bid for Bid #1819-05, Roof Fluid-Applied Restoration Coating Project Cypress College Building 8 Piazza Deck and authorize staff to rebid the project at a later date.

Fred Williams

Recommended by

Approved for Submittal

3.g

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

Action X

DATE: December 11, 2018

Resolution

Information

Enclosure(s)

SUBJECT: Notice of Completion for Bid #1718-19,
Anaheim Campus 2nd Floor Counseling
Offices & 5th Floor CTE Lab Tenant
Improvements

BACKGROUND: On March 27, 2018, the Board awarded a contract to Interlog Construction for the 2nd Floor Counseling Offices & 5th Floor CTE Lab Tenant Improvement at the Anaheim Campus. The project is complete and filing of the Notice of Completion of Work is now required.

This agenda item was submitted by Jenney Ho, District Director, Purchasing.

How does this relate to the five District Strategic Directions? This item responds to Direction #4: The District will implement best practices related to planning including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and District levels, and the allocation of resources to fund planning priorities.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6600, Capital Construction.

FUNDING SOURCE AND FINANCIAL IMPACT: Once the contract is closed out, the final retention payment will be charged to Measure J Bond Funds.

RECOMMENDATION: Authorization is requested to file the Notice of Completion for Bid #1718-19, Anaheim Campus 2nd Floor Counseling Offices & 5th Floor CTE Lab Tenant Improvements with Interlog Construction and pay the final retention payment when due.

Fred Williams

Recommended by

Approved for Submittal

3.h

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: December 11, 2018 Resolution
Information
Enclosure(s)
SUBJECT: Change Order Nos. 1-5 for Bid #1718-07,
Anaheim Campus 7th & 10th Floors Tenant
Improvements

BACKGROUND: The Board awards contracts for various public works projects. Public Contract Code §20659 requires Board approval for a Change Order to a Public Works Bid. Funding is available through different sources such as state-supported programs, District bond proceeds, local funding, etc.

The District and/or the Campus staff have recommended changes to the construction scope of work. The attached Change Order Request requires Board approval pursuant to Public Contract Code §20659. Change Orders must not exceed 10% of the original contract amount approved by the Board or \$15,000, whichever is greater. Therefore, the attached Change Order Request, in the total amount of \$7,093.28, is in conformance with Public Contract Code §20659. The original contract amount was \$3,547,000.00. The revised contract amount is \$3,581,093.28.

The attached Change Order Request also includes potential change orders (PCOs) for Miller Construction that are either In Review or Rejected/In Dispute. They are being submitted for the information of the Board only.

This agenda item was submitted by Fred Williams, Vice Chancellor, Finance & Facilities.

How does this relate to the five District Strategic Directions? This item responds to Direction #4: The District will implement best practices related to planning including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and District levels, and the allocation of resources to fund planning priorities.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6330, Purchasing/Warehouse.

FUNDING SOURCE AND FINANCIAL IMPACT: The cost of the change orders totaling \$7,093.28 will be charged against Measure J bond funds.

RECOMMENDATION: It is recommended that the Board approve Change Order Nos. 1 through 5 for Bid #1718-07, Anaheim Campus 7th & 10th Floors Tenant Improvements, with Miller Construction, in the total amount of \$7,093.28, increasing the contract from \$3,574,000.00 to \$3,581,093.28. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or the District Director, Purchasing, to execute the change orders on behalf of the District.

Fred Williams

3.i.1

Recommended by

Approved for Submittal

Item No.

Measure J Projects Change Order Request (COR)

CONTRACTOR	BID	CO.NO.	PREVIOUS	CURRENT	CHANGE ORDERS		BOT APPROVAL DATE	CO REQ. BY/REASON	CONTRACT AMOUNT REVISED	% OF ORIGINAL
					CUMULATIVE	% CUMULATIVE				
7th and 10th Floors Tenant Improvements										
					Original Contract Amount \$ 3,574,000.00					
Paul C. Miller Construction	1				\$ (2,220.00)	-0.06%	Deductive CO - Reimburse District for cost to replace broken outside stem and yoke valve located on the 7th Floor, Stair #2.	DC	\$ 3,571,780.00	-0.06%
	2				\$ (980.00)	-0.09%	Credit to eliminate two (2) tack boards from contract.	DC	\$ 3,570,800.00	-0.09%
	3				\$ 5,157.98	0.14%	CCD-09 - Install eight new CO2 sensors and eight new thermostats on the 10th floor, also new network wiring communicating to VAV controllers. Existing CO2 sensors and thermostats are outdated.	D	\$ 3,579,157.98	0.14%
	4				\$ 114.60	0.15%	RFI #60 - Change baby changing table to lactation counter.	D	\$ 3,579,272.58	0.15%
	5				\$ 1,820.70	0.20%	RFI #117 - Provide additional weather-stripping on existing operable windows that are warped.	D	\$ 3,581,093.28	0.20%
NET TOTAL CHANGES TO CONTRACT									REVISED CONTRACT AMOUNT	\$ 3,581,093.28
POTENTIAL CHANGE ORDERS										
		PCO NO.		PROPOSED AMOUNT			DESCRIPTION OF PROPOSED CHANGE	STATUS	PCO REQ BY/REASON	
		11		\$85,431.92			Telecom changes	In review	O	
		13		(\$4,424.00)			RFI #35 - credit to eliminate nine (9) floor combo boxes	In review	DC	
		17		\$35,461.88			RFI #72 - install Mechtoshades in various rooms on the 7th and 10th floors for privacy and safety.	In review	CR	
		22		\$73,920.34			RFI #100 - additional cost for flooring underlayment self-leveling on the 10th floor	Rejected/In Dispute	U	
		29		\$7,826.15			RFI #100 - additional labor to chip existing flooring material on the 10th floor.	Rejected/In Dispute	U	
		35		\$12,707.23			RFI #129 - furnish and install aluminum curved room signage. The District has been slowly replacing the existing signage with this aluminum signage. The Print Shop can change the description of the room without having to purchase a new signage when the room description changes.	In review	D	
TOTAL POTENTIAL CHANGES TO CONTRACT										

*Change Order Requested By and/or Reasons: C - Code Compliance; D - District Request; CR-Campus Request; DC-Document Coordination; O - Other Reasons (Changed Conditions); U - Unforeseen Condition; V - Value Engineering

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: December 11, 2018 Resolution _____
Information _____
SUBJECT: Cost Increase for Relocatable Modular Enclosure(s) _____
Building Purchase for Cypress College

BACKGROUND: On March 13, 2018, the Board approved the purchase of an approved Department of State Architects (DSA) relocatable modular building from Sean Khan Consulting Company, Inc. (SKC) at Cypress College in the amount of \$495,180.00 plus tax, to replace the baseball building. This purchase was made through the Garden Grove Unified School District Piggyback bid. After the Board approved the purchase, Westberg & White Architect submitted the foundation and infrastructure documents to DSA for approval. DSA requirements for such modular buildings had since been changed/upgraded.

The original drawings prepared by the manufacturer were based on the pre-approved modular unit that was designed to meet DSA approved 2013 California Code requirements. However, when the final drawings were submitted to DSA for review, the Architect was informed that DSA had just adopted 2016 California Code requirements. DSA did not accept the drawings for review until related corrections were incorporated in the drawings at intake. The District has not initiated the purchase of the modular building yet due to the code change requirement. The code change requires increased size in the structural steel members and wood framing of the unit exterior. In addition, the lockers, sink assembly and garage roll-up door were also upgraded to a more durable systems. Staff has confirmed with Garden Grove Unified School District that the Piggyback bid remains valid after the code changes are incorporated. The overall combined increased cost to the unit is \$92,502.05.

This item is submitted by Philip Fleming, Director of Physical Plant/Facilities.

How does this relate to the five District Strategic Directions? This item responds to Direction #4: The District will implement best practices related to planning including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and District levels, and the allocation of resources to fund planning priorities.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6330, Purchasing/Warehouse, and Board Policy 6340, Contracts.

FUNDING SOURCE AND FINANCIAL IMPACT: The cost of the building will be charged to the Capital Outlay fund.

RECOMMENDATION: Authorization is requested to increase the purchase cost for the Relocatable Modular Building for Cypress College with Sean Khan Consulting Company, Inc. from \$495,180.00 to \$587,682.05 plus any applicable tax. Authorization is further requested for the Vice Chancellor, Finance & Facilities or District Director, Purchasing, to proceed with the purchase on behalf of the District.

Fred Williams

3.j

Recommended by

Approved for Submittal

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: December 11, 2018 Resolution
SUBJECT: Amend architectural consultant agreement Information
with LPA, Inc. for the expansion of the Enclosure(s)
Veterans' Resource Center (VRC)
including the Veterans' Memorial Plaza
and renovation of the Student Activities
Center (SAC) Project

BACKGROUND: In October 2016, the Board approved to enter into an architectural consultant agreement with LPA, Inc. (LPA) for the design of the expansion of the Veterans' Resource Center / Student Activities Center building at Cypress College using the construction manager at risk delivery method.

A summary of the project scope revisions for LPA are as follows:

Existing Pond Filtration System Improvements

Through the previously board approved pond renovation design process, it was discovered that the existing pond filtration system needed improvements beyond the original scope of work to provide a non-chlorinated filtration system that is wildlife friendly. Aquatic Creations reviewed the criteria outlined by the M&O staff at the time and provided an appropriate scope of work for the non-chlorinated filtration system design at a cost of \$4,160.

Tribute Garden and Expanded Site Work

LPA was originally contracted for a somewhat limited scope of work relating to the plaza area immediately in front of the proposed new VRC. This work included 16,000 square feet and included the design of the Memorial Bridge and site work at no cost to the District. During the design process, the scope of work grew from 16,000 square feet to 31,700 square feet and includes additional architectural services, landscape services, civil services, structural services, and lighting design services to complete the Tribute Garden and Outdoor Event Plaza. This Tribute Garden at the north end of the Memorial Bridge will be a beautifully landscaped tiered path providing areas to sit and rest. The Outdoor Event Plaza will be equipped with state-of-the-art sound and lighting and have flexible staging and seating areas that will play host to outdoor class presentations, guest lectures, community events and county-wide gatherings. The purpose of the changes were to enhance fundraising opportunities/interest and to provide an aesthetic entry into the Veterans' Center and to complete an outdoor gather area. The cost for the additional design services related to the added Plaza and Tribute Garden is \$143,360.

Staff recommends amending LPA's architectural consultant services agreement with the District to increase the contract amount by \$147,520 from \$1,002,375 to \$1,149,895 as follows:

\$984,500	- Original Contract Amount
\$17,875	- Prior Board Approved Revisions
\$4,160	- Fee for Existing Pond Filtration System Modifications
<u>\$143,360</u>	- Fee for Tribute Garden and Plaza Design Expansion
\$1,149,895	- New Contract Amount

All other terms of the agreement remain the same.

This agenda item was submitted by Ryan Lippmann, Interim Project Manager, Cypress College.

How does this relate to the five District Strategic Directions? This item responds to Direction #4: The District will implement best practices related to planning including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and District levels, and the allocation of resources to fund planning priorities.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6600, Capital Construction.

FUNDING SOURCE AND FINANCIAL IMPACT: LPA's additional fee in the amount of \$147,520 shall be charged to Measure J bond, local capital outlay fund, and fundraising.

RECOMMENDATION: Authorization is requested for the Board to authorize amending the architectural consultant services agreement with LPA, Inc. for the expansion of the Veterans' Resource Center including the Veterans' Memorial Plaza and renovation of the Student Activities Center project and increase the contract amount by \$147,520 from \$1,002,375 to \$1,149,895. Authorization is further requested for the Vice Chancellor, Finance & Facilities, to execute the amendment to the agreement on behalf of the District.

Fred Williams

3.k.2

Recommended by

Approved for Submittal

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
Resolution _____
DATE: December 11, 2018 Information _____
Enclosure(s) _____
SUBJECT: Amend architectural consultant agreement
with LPA, Inc. for the Science,
Engineering, & Math (SEM) project at
Cypress College

BACKGROUND: In May 2016, the Board authorized LPA, Inc. (LPA) to provide architectural services for the SEM project at Cypress College for the program validation phase. In August 2016, the Board approved for the District to enter into an architectural consultant agreement with LPA to continue on to the project's next phase from schematic design to project completion/close-out.

A summary of the project scope revisions for LPA are as follows:

Value Engineering Services

During the 95% CD level estimate effort, it was discovered (and validated by O'Connor – LPA's cost estimator) that the estimated construction costs had increased well beyond what was anticipated, given the increase detail of the design documents made between the 50% CD and 95% CD sets. The total estimated project cost increased by \$5,347,432.

Through a lengthy and detailed review process of the items on the Value Engineering summary list, LPA and Sundt were able to eliminate \$1,346,617 of the \$5,347,432 added cost at no additional cost to the District and in-line with their contractual obligations to the District.

An additional \$1,728,157 was covered through the application of Design Contingency, bringing the total amount covered by value engineering or contingency to \$3,074,774.

Additional Value Engineering options surfaced that were found to be valid, however, given their relatively complex scope (foundations, etc.) there would be an additional charge to re-design the systems in order to realize the necessary reduction in cost.

The remaining \$1,925,226 was finalized through a detailed re-design process. These consisted of the re-design of the following:

Structural Foundation System	\$	93,970
Landscape Reductive Alternate		10,640
Grading Improvement Outside the Project (ADA)		11,530
Fire Sprinkler Re-design		9,920
	\$	<u>126,060</u>

Structural foundation system design revisions were required due to a revised July 2018 report from a second engineering geology and seismology review from the California Geological Survey and geotechnical report which added approximately 64% more driven piles to the foundation design.

Landscape reductive alternate fees are to prepare an alternate landscape, and civil design for a cost reduced alternate north landscape in lieu to the original design that was value engineered to be a deductive alternate.

Grading improvements outside the project were design fees associated with the Division of State Architect (DSA) code requested ADA concrete path of travel site modifications from Valley View Ave. to the project site.

Fire-sprinkler re-design: At the project pre-submittal meeting with DSA, the Immersive Digital Classroom was originally required to have a Vortex suppression system. Because of similar approved state project in construction, DSA has waived the requirement and approved a traditional sprinkler suppression system, saving several hundred thousand dollars in construction costs.

The cost to provide the final piece of value engineering is: \$126,060

Additional Design Milestone Estimate

LPA was instructed to provide cost estimates at every design milestone up to the 95% CD level. Sundt was instructed to provide cost estimates at every design milestone up to the 100% CD level. It was agreed to by the project team that given the current market conditions, providing one additional estimate milestone review between Sundt and LPA would be prudent. The cost of this additional estimate by LPA (O'Connor) is \$6,300.

Noise and Vibration Control Plan Development

The revised foundation system for the SEM building was a key Value Engineering concept that the team identified early on. The new foundation system is the same type used on the M&O Building, the LL&RC, as well as the Water Tower (precast driven pile). While equally as strong, the new foundation system is louder than the previously proposed system. In an effort to provide adequate safeguards to Faculty, Staff and Students, Cypress College directed LPA to develop a Noise and Vibration Control Plan. The estimated cost to provide the Noise and Vibration Control Plan is \$8,275, including preparation of the plan, attendance and presentation at a public hearing. If a public hearing is not necessary, this amount would be reduced by \$1,500.

Staff recommends amending LPA's architectural consultant services agreement with the District to increase the contract amount by \$140,635 from \$4,581,345 to \$4,721,980.

\$ 4,502,210	-	Original Contract Amount
79,135	-	Prior Board Approved Changes (4/24/18)
126,060	-	Fee For Value Engineering Services
6,300	-	Fee For Additional Cost Estimating (100% CD Estimate)
8,275	-	Fee for Noise and Vibration Control Plan
<u>\$ 4,721,980</u>	-	New Contract Amount

All other terms of the agreement remain the same.

This agenda item was submitted by Ryan Lippmann, Interim Project Manager, Cypress College.

How does this relate to the five District Strategic Directions? This item responds to Direction #4: The District will implement best practices related to planning including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and District levels, and the allocation of resources to fund planning priorities.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6600, Capital Construction.

FUNDING SOURCE AND FINANCIAL IMPACT: LPA's additional fee for \$140,635 shall be charged to Measure J bond funds.

RECOMMENDATION: Authorization is requested for the Board to authorize amending the architectural consultant services agreement with LPA, Inc. for the Science, Engineering, & Math project at Cypress College and increase the contract amount by \$140,635 from \$4,581,345 to \$4,721,980. Authorization is further requested for the Vice Chancellor, Finance & Facilities, to execute the amendment of the agreement on behalf of the District.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: December 11, 2018 Resolution
Information
SUBJECT: Fullerton College Career & Technical Enclosure(s)
Education (CTE) Showcase Day

BACKGROUND: On December 11, 2018, the Fullerton College CTE program hosted the first annual CTE Showcase Day. CTE Showcase Day is an opportunity for high school students to learn and explore many CTE programs available at Fullerton College. Students toured programs, engaged in hands-on demonstrations and interacted with faculty. The event also promoted awareness of the value of CTE. The target audience was 9-12 grade high school students within the Anaheim Pledge (Anaheim Union School District). 300-400 students attended as well as counselors and instructors.

Faculty provided program demonstrations and student volunteers also assisted as tour guides and at the CTE program demonstrations. Volunteers received a t-shirt and a lunch meal.

This agenda item was submitted by Martha Payan-Hernandez, CTE Director, Strategic Recruitment & Outreach.

How does this relate to the five District Strategic Directions? This item relates to District Strategic Direction 1: The District will annually improve the rates of completion for degrees, certificates, diplomas, transfers, transfer-readiness requirements, and courses.

How does this relate to Board Policy: This item relates to Board Policy 6350, Hospitality.

FUNDING SOURCE AND FINANCIAL IMPACT: Funding for this event is provided by the 2018-2019 Strong Workforce Initiative, (FO) CTE Director, Strategic Recruitment & Outreach budget.

RECOMMENDATION: Retroactive approval is requested for Fullerton College to host lunch for the CTE Showcase Day on December 11, 2018, at a cost not to exceed \$6,000 for 400 high school students and also 100 faculty and student volunteers.

Fred Williams

Recommended by

Approved for Submittal

3.m

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
Resolution _____
DATE: December 11, 2018 Information _____
Enclosure(s) _____
SUBJECT: Fullerton College
Educational Partnerships & Outreach
Males Achieving Success (MAS)
Conference

BACKGROUND: On January 16, 2019, Fullerton College proposes to host its 4th Annual Males Achieving Success (MAS) Conference. Approximately 850 male students from local high schools will attend this informational event. The conference, sponsored by the Counseling and Student Development Division and Student Equity, is coordinated by the High School Outreach Program. This year, the MAS Conference will again be held at Fullerton College.

The goal of the MAS Conference is to promote higher education to males in 9th through 12th grade from several local high school districts. As part of the conference, participating students will attend three informational sessions in which they will be informed about higher education, career exploration and personal development.

This agenda item is submitted by Dr. Jennifer LaBounty, Dean of Counseling and Student Support and Rolando Sanabria, Educational Partnership & Outreach Coordinator.

How does this relate to the five District Strategic Directions? This item responds to NOCCCD Strategic Direction 5: The District will develop and sustain collaborative projects and partnerships with the community's educational institutions, civic organizations, and businesses.

How does this relate to Board Policy: This item relates to Board Policy 6350, Hospitality.

FUNDING SOURCE AND FINANCIAL IMPACT: Funding for this event is provided by the Student Equity MAS Project.

RECOMMENDATION: Authorization is requested for Fullerton College to host the MAS Conference on January 16, 2019, for 850 male high school students from several high school districts at a cost not to exceed \$7,000.

Fred Williams

3.n

Recommended by

Approved for Submittal

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: December 11, 2018 Resolution
Information
SUBJECT: Fullerton College, Fine Arts Division Enclosure(s)
Art Department Out-of-Country Travel

BACKGROUND: Per Board Policy 7400, Travel and Conference Attendance, all travel outside the United States must be approved in advance by the Board. To comply with the Board Policy, the CEO must approve the out of country travel before forwarding the request to the Vice-Chancellor, Finance and Facilities Office for submittal of the agenda item to the Board.

The following trip involves out-of-country travel:

- Instructor Deborah Davidson, Fullerton College, spring 2019, Material Art Fair, Mexico City, MX, February 6-10, 2019.

The annual Material Art Fair in Mexico City is Latin America's Premier art fair and a gathering for professionals in the visual arts. The event is filled with opportunities to join stimulating sessions and meetings on a wide range of topics on art scholarship and practice; to engage in in-depth discussions on new scholarship, innovative art, and issues in the arts today; and to connect with colleagues from around the world.

This agenda item was submitted by John Tebay, Dean of Fine Arts, Fullerton College.

How does this relate to the five District Strategic Directions? This item responds to Direction #5: The District will develop and sustain collaborative projects and partnerships with the community's educational institutions, civic organizations, and businesses.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 7400, Travel and Conference attendance.

FUNDING SOURCE AND FINANCIAL IMPACT: Travel, lodging and related charges will be funded by Staff Development.

RECOMMENDATION: Authorization is requested to pre-approve out-of-country travel for Deborah Davidson to Mexico City, MX on February 6-10, 2019.

Fred Williams

Recommended by

Approved for Submittal

3.0

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
		Resolution	<u> </u>
DATE:	December 11, 2018	Information	<u> </u>
		Enclosure(s)	<u> X </u>
SUBJECT:	Cypress College Curriculum Matters		

BACKGROUND: The divisions and the Curriculum Committee at Cypress College and the District Curriculum Coordinating Committee have approved the attached summary of new curriculum and curriculum revisions.

The Educational Master Plan has indicated that "instructional programs need to be continually reviewed as to viability and priority" and the curriculum "needs to provide state-of-the-art training in vocational programs." The assessment process, mandated by the state, provides several reasons for the proposed curricular changes: (1) to meet changing employment requirements, as per the recommendations of both the faculty and advisory committees; (2) to expand and streamline certificate programs in keeping with state mandates; (3) to provide meaningful categorization of Faculty Service Areas; (4) to provide specific courses to meet student needs; (5) to restructure programmatic curricula; (6) to provide greater consistency between Cypress and Fullerton courses; and (7) to eliminate courses that either are no longer critical or that have been subsumed into other curricular offerings.

All curricula are submitted to the President's Office for review and approval prior to submission to the District Curriculum Coordinating Committee. This agenda item is submitted by Silvie Grote, Chair of the Cypress College Curriculum Committee.

How does this relate to the five District Strategic Directions? This item responds to District Strategic Direction #1: The District will annually improve the rates of completion for degrees, certificates, diplomas, transfers, transfer-readiness requirements, and courses.

How does this relate to Board Policy: This item is in compliance with Board Policy 4020, Program and Curriculum Development.

FUNDING SOURCE AND FINANCIAL IMPACT: Campus General Fund.

RECOMMENDATION: It is recommended that the Board approve the attached summary of curriculum changes for Cypress College, to be effective, Summer 2019 and Fall 2019. The curricula have been signed by the Campus Curriculum Chairperson and the College President, and have been approved by the District Curriculum Coordinating Committee.

Cherry Li-Bugg

Recommended by

Approved for Submittal

4.a.1

Item No.

**CYPRESS COLLEGE CURRICULUM
Board Agenda
December 11, 2018**

(DCCC approved November 9, 2018)

DELETE COURSES		
COURSE ID	EFF DATE	JUSTIFICATION
ATC 152 C	2019 Fall	Program review update, course no longer valid
MAD 164 C	2019 Fall	Adobe Flash Designer no longer exists and we no longer teach interactive animation courses
MAD 165 C	2019 Fall	Adobe Flash Designer no longer exists and we no longer teach interactive animation courses
MUS 274 C	2019 Fall	This course no longer meets the needs of the instrumental music department.

NEW COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
COUN 076 Accessible Note-taking Techniques Units:1 Lecture:1 Laboratory:0	* New Course * Advisory: Course designed for students eligible for services from DSS	20	This course is for students with disabilities and the course involves hands-on teaching, so a smaller class size is warranted.	2019 Fall	Students with disabilities cite that they struggle with note-taking skills and would like to improve in taking better notes to increase their success in courses.
DANC 147 C Costume Design for Dance Units:3 Lecture:1 Laboratory:6	* New Course * Prerequisite:None * UC/CSU Transfer * AAGE: Area C1 * CSUGE: Area C1 * IGETC: Area: 3A	20	Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Proposed for transfer. The course will be in a series of design and technical aspects of dance.
DANC 149 C Light Design for Dance Units:3 Lecture:1 Laboratory:6	* New Course * Prerequisite:None * UC/CSU Transfer * AAGE: Area C1 * CSUGE: Area C1 * IGETC: Area: 3A	20	Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	The course will be part of the technical course series that will be in a CTE certificate.

NEW COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
DANC 151 C Dance and Technology Units:2 Lecture:1 Laboratory:3	* New Course * Prerequisite:None * UC/CSU Transfer * AAGE: Area C1 * CSUGE: Area C1 * IGETC: Area 3A	20	Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Technology and dance are the field of the future. A comprehensive understanding of the moving body is a requirement to teach this course. We need to prepare our students for the work place.
DH 100 C Introduction to Dental Hygiene Units:1.5 Lecture:1.5 Laboratory:1	* New Course * Prerequisite: acceptance into the Dental Hygiene program * Materials fee \$20 * CSU Transfer	40	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation is primarily through objective exams. Writing assignments are assessed mostly for concepts and structure. The course is offered to the 20 accepted and 20 alternate Dental Hygiene candidates.	2019 Fall	Prerequisite to the Dental Hygiene Program to prepare the student with knowledge and experience in the applied areas. The course is offered to accepted and alternate Dental Hygiene candidates.
ENGL 128 C Introduction to Short Story Writing Units:3 Lecture:3 Laboratory:0	* New Course * Prerequisite: ENGL 100 C or ENGL 100HC * Advisory: ENGL 102 C or ENGL 102HC and ENGL 105 C * Distance Education Online and Hybrid * UC/CSU Transfer * AAGE: Area C2 * CSUGE: Area C2 * IGETC: Area 3B	27	Evaluation will be mostly through writing assignments with a minimum of 6000-8000 words. Writing assignments will be assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2019 Fall	This course will add to the variety of course offerings in the creative writing sequence and will, therefore, further enhance any proposed certificate program.

NEW COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ENGL 130 C Introduction to Creative Nonfiction Writing Units:3 Lecture:3 Laboratory:0	* New Course * Prerequisite: ENGL 100 C or ENGL 100HC * Advisory: ENGL 102 C or ENGL 102HC and ENGL 105 C * Distance Education Online and Hybrid * UC/CSU Transfer * AAGE: Area C2 * CSUGE: Area C2 * IGETC: Area 3B	27	Evaluation will be mostly through writing assignments with a minimum of 6000-8000 words. Writing assignments will be assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2019 Fall	This course will add to the variety of course offerings in the creative writing sequence and will, therefore, further enhance any proposed certificate program.
GEOL 192 C Coastal Oceanography Field Studies Units:1 Lecture:0-.75 Laboratory:0-2.25	* New Course * Prerequisite: None * UC/CSU Transfer	25	Individualized Instruction - Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Revising a currently dormant field course to focus on oceanographic field studies, rather than geologic.
KIN 219 C Intercollegiate Water Polo-Men Units: 3 Lecture: 0 Laboratory: 10	* New Course * Prerequisite: Must meet CCCAA eligibility requirements and pass a physical prior to intercollegiate competition * Repeatable 4 times * UC/CSU Transfer * AAGE: Area E * CSUGE: Area E	18	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	This course assures Title 5 and Title IX requirements. It is an offering for a men's sport that mirrors our KIN 218 course for women.
MAD 122 C History of Graphic Design Units:3 Lecture:3 Laboratory:0	* New Course * Prerequisite:None * Advisory: ENGL 060 C * UC/CSU Transfer * AAGE: Area C1 * CSUGE: Area C1 * IGETC: Area 3A	45	The primary mode of instruction is lecture and may include discussion and/or group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	This course introduces design for media production and the MAD classes that teach graphic design. It prepares students for study in design processes taught in the MAD department.

NEW COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
MUS 114 C History of Hip Hop-Rap Units:3 Lecture:3 Laboratory:0	* New Course * Prerequisite:None * UC/CSU Transfer * AAGE: Area C1 * CSUGE: Area C1 * IGETC: Area 3A * Cultural Diversity	45	The primary mode of instruction is lecture and may include discussion and/or group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	This course is a GE music course designed to transfer to UC and CSU.
MUSA 140 C Music Notation Software I Units:3 Lecture:2 Laboratory:3	* New Course * Prerequisite:None * Advisory: MUS 104 C * CSU Transfer	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	This class is part of the Commercial Music Certificates and the SWP Grant for Music Teacher Technology.
MUSA 141 C Electronic Music Production I Units:3 Lecture:2 Laboratory:3	* New Course * Prerequisite: MUS 108 C * CSU Transfer	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	This class is part of the Commercial Music Certificates and the SWP Grant for Music Teacher Technology.
MUSA 143 C Recording Studio Techniques I Units:3 Lecture:2 Laboratory:3	* New Course * Prerequisite: MUS 108 C * CSU Transfer	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	This class is part of the Commercial Music Certificates and the SWP Grant for Music Teacher Technology. It will support the curriculum found in the Avid Pro Tools Certification.
MUSA 145 C Audio Production for Gaming I Units:3 Lecture:2 Laboratory:3	* New Course * Prerequisite: MUS 108 C * CSU Transfer	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	This class is part of the Commercial Music Certificates and the SWP Grant for Music Teacher Technology. It will support the curriculum found in the Avid Video Game Audio Certification.

NEW COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
MUSA 241 C Electronic Music Production II Units:3 Lecture:2 Laboratory:3	* New Course * Prerequisite: MUSA 141 C * CSU Transfer	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	This class is part of the Commercial Music Certificates and the SWP Grant for Music Teacher Technology.
MUSA 243 C Recording Studio Techniques II Units:3 Lecture:2 Laboratory:3	* New Course * Prerequisite: MUSA 143 C * CSU Transfer	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	This class is part of the Commercial Music Certificates and the SWP Grant for Music Teacher Technology. It will support the curriculum found in the Avid Pro Tools Certification.
MUSA 245 C Audio Production for Gaming II Units:3 Lecture:2 Laboratory:3	* New Course * Prerequisite: MUSA 145 C * CSU Transfer	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	This class is part of the Commercial Music Certificates and the SWP Grant for Music Teacher Technology. It will support the curriculum found in the Avid Video Game Audio Certification.
PHOT 148 C Photo Laboratory Studies I Units:.5-1 Lecture:0 Laboratory:1.5-3	* New Course * Prerequisite:None * Materials Fee \$30.00 * Pass/No Pass * CSU Transfer	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2019 Fall	Our new scheduled labs do not provide students the opportunity to work one on one with equipment and gain the expertise and proficiency necessary to be competitive in the field of photography.

NEW COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
PHOT 149 C Photo Laboratory Studies II Units:.5-1 Lecture:0 Laboratory:1.5-3	* New Course * Prerequisite:None * Materials Fee \$30.00 * Pass/No Pass * CSU Transfer	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2019 Fall	Our new scheduled labs do not provide students the opportunity to work one on one with equipment and gain the expertise and proficiency necessary to be competitive in the field of photography.
PHOT 150 C Photo Laboratory Studies III Units:.5-1 Lecture:0 Laboratory:1.5-3	* New Course * Prerequisite:None * Materials Fee \$30.00 * Pass/No Pass * CSU Transfer	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2019 Fall	Our new scheduled labs do not provide students the opportunity to work one on one with equipment and gain the expertise and proficiency necessary to be competitive in the field of photography.
THEA 137 C Summer Musical Theater Workshop I Units:1-2 Lecture:0 Laboratory:3-6	* New Course * Prerequisite: Audition * Pass/No Pass/Letter Grade Option * UC/CSU Transfer	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills.	2019 Sum	It conforms to the instructional hours available for a summer session. The course content introduces students to the basic skills of musical theater performance. It is comparable to Fullerton College's THEA 137F Introduction to Summer Theater Workshop class.
THEA 138 C Summer Musical Theater Workshop II Units:1-2 Lecture:0 Laboratory:3-6	* New Course * Prerequisite: Audition * Pass/No Pass/Letter Grade Option * UC/CSU Transfer	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills.	2019 Sum	It conforms to the instructional hours available for a summer session. It is comparable to Fullerton College's THEA 137F Introduction to Summer Theater Workshop class.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ANTH 212 C Applied and Practicing Anthropology Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Course number change from ANTH 211 C * Advisory revalidated	45	The primary mode of instruction is lecture and may include discussion and/or group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Language and content updates to improve chances of articulation with CSU and UC. Course number is being changed to 212 so as not to conflict with a different course at Fullerton that has the same course number.
ASTR 117 C Astronomy Lab Units: 1 Lecture: 0 Laboratory: 3	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisites revalidated * Textbook Update * Student Learning Outcomes	25	Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
ASTR 117HC Honors Astronomy Lab Units: 1 Lecture: 0 Laboratory: 3	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisites revalidated * Textbook Update	20	The Cypress College Honors Advisory Group recommends a maximum of 20 students for a seminar-style honors course to allow for in-depth class discussion and student presentations.	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
AT 109 C Introduction to Toyota Automotive Technology Units: 4 Lecture: 3 Laboratory: 3	* Outline Update * Catalog Description Update * Schedule Description Update * Add Distance Education Hybrid * Textbook Update	24	All automotive technology courses at Cypress College involve lecture/individualized instruction and lab that involve extensive individualized feedback to develop vocational skills. With extensive involvement with our advisory committees (both general automotive and Toyota) the recommendation was follow NATEF standard of 24, which maintains a safe working environment by creating collaborative work groups of 4.	2019 Fall	Outline, catalog, schedule and textbook updated to better reflect course content. Online component requested to increase the distance education offerings at Cypress College, to increase student access and meet student demands.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
AT 112 C Toyota Electrical Systems Units: 12 Lecture: 9 Laboratory: 9	* Outline Update * Prerequisites revalidated * Add Distance Education Hybrid	24	All automotive technology courses at Cypress College involve lecture/individualized instruction and lab that involve extensive individualized feedback to develop vocational skills. With extensive involvement with our advisory committees (both general automotive and Toyota) the recommendation was follow NATEF standard of 24, which maintains a safe working environment by creating collaborative work groups of 4.	2019 Fall	Outline updated to better reflect course content. Online component requested to increase the distance education offerings at Cypress College, to increase student access and meet student demands.
AT 115 C Automotive Air Conditioning Units: 4 Lecture: 3 Laboratory: 3	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite revalidated * Add Distance Education Hybrid	24	All automotive technology courses at Cypress College involve lecture/individualized instruction and lab that involve extensive individualized feedback to develop vocational skills. With extensive involvement with our advisory committees (both general automotive and Toyota) the recommendation was follow NATEF standard of 24, which maintains a safe working environment by creating collaborative work groups of 4.	2019 Fall	Outline, catalog and schedule updated to better reflect course content. Online component requested to increase the distance education offerings at Cypress College, to increase student access and meet student demands.
AT 209 C Toyota Portfolio TPORT Units: 1 Lecture: 1 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite revalidated * Class size from 35 to 24 * Add Distance Education Hybrid * Student Learning Outcomes	24	This class is required for enrolled T-TEN students. There is a maximum of 24 students in the core content T-TEN classes. This is a change from when T-TEN was blended with the general auto tech courses and there were possibly 30 or more students per semester. This is no longer the case since we were Toyota CEED certified in June 2017 and the program runs using a cohort model.	2019 Fall	Outline updated to better reflect course content. Online component requested to increase the distance education offerings at Cypress College, to increase student access and meet student demands.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
AT 213 C Toyota Portfolio II TPORT (II) Units: 1 Lecture: 1 Laboratory: 0	* Textbook Update * Add Distance Education Hybrid * Student Learning Outcomes	24	All automotive technology courses at Cypress College involve lecture/individualized instruction and lab that involve extensive individualized feedback to develop vocational skills. With extensive involvement with our advisory committees (both general automotive and Toyota) the recommendation was follow NATEF standard of 24, which maintains a safe working environment by creating collaborative work groups of 4.	2019 Fall	Textbook updated to better reflect course content. Online component requested to increase the distance education offerings at Cypress College, to increase student access and meet student demands.
BIOL 231 C General Human Anatomy Units: 4 Lecture: 3 Laboratory: 3	* Prerequisites revalidated * Catalog Description Update * Textbook Update	25	Biology 231 contains labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. Limiting lab class size to a maximum of 25 students increases student/teacher contact time and success rates.	2019 Fall	Program Review Catalog and textbook updated to better reflect course content.
CHEM 201 C Chemistry for Health Science Majors II Units: 4.5 Lecture: 4 Laboratory: 2	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite revalidated * Units from 4 to 4.5 * Lecture hrs from 3 to 4 * Lab hrs from 3 to 2 * Textbook Update * Student Learning Outcomes	25	Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Program Review Outline, catalog, schedule, units, lec/lab, and textbook updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
COMM 340 C Communication for Health Services Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Schedule Description Update * Title change * Prerequisite revalidated * Advisories revalidated * Textbook Update	20	The Cypress College Baccalaureate Advisory Group recommends a maximum of 20 students for a seminar-style course to allow for in-depth class discussion and student presentations	2019 Fall	Outline, schedule, title and textbook updated to better reflect course content.
DA 099 C Dental Assisting Independent Study Units: 3 Lecture: 2 Laboratory: 3	* Catalog Description Update * Prerequisite revalidated * Units from .50-2 change to 3 * Lecture hours from .5-2 to 2 * Lab hours from 0 change to 3	24	Safety, Health, State/Accrediting Regulations, and Vocational Advisory Committees supersede the following descriptions: Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports	2019 Fall	Program Review Catalog updated to better reflect course content. Change from variable units and lecture hours for compliance. The contract will be guided by the needs of the student in regards to course content. (Materials needed to successfully complete a course for graduation requirements)
DANC 115 C Hip Hop Dance Units: 1 Lecture: 0 Laboratory: 3	* Textbook Update	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Program Review Textbooks updated to better reflect course content.
DANC 116 C Ballet III Units: 2 Lecture: 1 Laboratory: 3	* Prerequisite revalidated * Catalog Description Update * Textbook Update	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Program Review Catalog and textbooks updated to better reflect course content.
DANC 117 C Modern Dance III Units: 2 Lecture: 1 Laboratory: 3	* Prerequisite revalidated * Catalog Description Update * Textbook Update	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Program Review Catalog and textbooks updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
DANC 140 C Summer Dance Festival I Units: 1.5-2 Lecture: 0 Laboratory: 4.5-6	* Catalog Description Update * Prerequisite revalidated * Change to Pass/No Pass/ Letter Grade Option * Textbook Update * CSU GE: Area E	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Program Review Catalog and textbooks updated to better reflect course content.
DANC 145 C Summer Dance Festival II Units: 1.5-2 Lecture: 0 Laboratory: 4.5-6	* Prerequisite revalidated * Textbook Update * CSU GE: Area E	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Program Review Textbooks updated to better reflect course content.
DANC 203 C Dance Production I Units: .5-2 Lecture: 0 Laboratory: 1.5-6	* Catalog Description Update * Change to Pass/No Pass/Letter Grade Option * Textbook Update	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Program Review Catalog and textbooks updated to better reflect course content.
DANC 206 C Dance Production II Units: .5-2 Lecture: 0 Laboratory: 1.5-6	* Outline Update * Catalog Description Update * Prerequisite revalidated * Textbook Update	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Program Review Outline, catalog and textbooks updated to better reflect course content.
DANC 296 C Dance Open Laboratory Units: .5-3 Lecture: 0 Laboratory: 1.5-9	* Catalog Description Update * Prerequisite revalidated * Change to Pass/No Pass/Letter Grade Option * Textbook Update	50	Labs in which the instructor supervises students as they proceed in their work and answers questions, but does NOT provide extensive individualized feedback/evaluation on a regular basis.	2019 Fall	Program Review Catalog and textbooks updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
DH 101 C Dental Anatomy and Morphology Units: 2 Lecture: 2 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite wording change and revalidated * SAM code change * Textbook Update * Student Learning Outcomes	20	The faculty to student ratios for preclinical, clinical and radiographic clinical and laboratory sessions must not exceed one to five. Laboratory sessions in the dental science courses must not exceed one to ten to ensure the development of clinical competence and maximum protection of the patient, faculty and students. S	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
DH 104 C Oral Health Assessment Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite revalidated * SAM code change * Textbook Update * Student Learning Outcomes	20	The faculty to student ratios for preclinical, clinical and radiographic clinical and laboratory sessions must not exceed one to five. Laboratory sessions in the dental science courses must not exceed one to ten to ensure the development of clinical competence and maximum protection of the patient, faculty and students.	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
DH 106 C Radiology Technician - Hygienists Units: 3 Lecture: 2 Laboratory: 3	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite wording change and revalidated * SAM code change * Textbook Update * Student Learning Outcomes	20	The students engage in practicing skill and the instructor gives individual instruction as the class proceeds. The class is didactic, laboratory and clinical.	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
DH 109 C Pre-Clinical Dental Hygiene Units: 5 Lecture: 3 Laboratory: 6	* Outline Update * Catalog Description Update * Prerequisite wording change and revalidated * SAM code change * Textbook Update * Student Learning Outcomes	20	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceed. Faculty/student ration 1:5	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
DH 110 C Clinical Dental Hygiene Units: 6 Lecture: 1 Laboratory: 15	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite revalidated * SAM code change * Textbook Update * Student Learning Outcomes	20	The faculty to student ratios for preclinical, clinical and radiographic clinical and laboratory sessions must not exceed one to five. Laboratory sessions in the dental science courses must not exceed one to five to ensure the development of clinical competence and maximum protection of the patient, faculty and students.	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
DH 113 C General and Oral Pathology Units: 2 Lecture: 2 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite revalidated * SAM code change * Textbook Update * Student Learning Outcomes	20	The faculty to student ratios for preclinical, clinical and radiographic clinical and laboratory sessions must not exceed one to five. Laboratory sessions in the dental science courses must not exceed one to ten to ensure the development of clinical competence and maximum protection of the patient, faculty and students.	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
DH 116 C Dental Materials - Hygienists Units: 3 Lecture: 1.5 Laboratory: 4	* Outline Update * Catalog Description Update * Schedule Description Update * Units from 2 to 3 * Lecture hours from 1 to 1.5 * Lab hours from 3 to 4 * Prerequisite revalidated * SAM code change * Textbook Update * Student Learning Outcomes	20	The students engage in practicing skill and the instructor gives individual instruction as the class proceeds. The class is didactic, laboratory, and clinical.	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content. New Dental Hygiene Committee of California regulations requirements, AB 1174 and AB 1175. Placement of Interim Therapeutic Restorations (ITR) to be taught in DH 116. An additional 10 hours of lecture and 20 hours of laboratory/clinical placement of ITR.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
DH 125 C Perio Pathology and Therapy Units: 2 Lecture: 2 Laboratory: 0	* Outline Update * Catalog Description Update * Prerequisite revalidated * SAM code change * Textbook Update * Student Learning Outcomes	20	The faculty to student ratios for preclinical, clinical and radiographic clinical and laboratory sessions must not exceed one to five. Laboratory sessions in the dental science courses must not exceed one to ten to ensure the development of clinical competence and maximum protection of the patient, faculty and students.	2019 Fall	Program Review Outline, catalog and textbook updated to better reflect course content.
DH 205 C Oral Embryology and Histology Units: 2 Lecture: 2 Laboratory: 0	* Outline Update * Prerequisite revalidated * Units from 3 to 2 * Lab hours from 3 to 0 * Textbook Update * Student Learning Outcomes	20	The faculty to student ratios for preclinical, clinical and radiographic clinical and laboratory sessions must not exceed one to five.	2019 Fall	Program Review Currently the class has too many unused hours of lecture and lab. Other colleges combine this course or do not offer this course. Many requirements have been added to the dental hygiene licensure and due to the increase of units in other courses, this course can be reduced to lecture only with the new technology of digital images to view histology samples of slides.
DH 212 C Head and Neck Anatomy Units: 2 Lecture: 2 Laboratory: 0	* Outline Update * Catalog Description Update * Prerequisite revalidated * SAM code change * Textbook Update * Student Learning Outcomes	20	Classes for the Dental Hygiene Department are set at 20 due to the accreditation requirements of one instructor for every 5 students in laboratory and clinical courses.	2019 Fall	Program Review Outline, catalog and textbook updated to better reflect course content.
DH 220 C Clinical Dental Hygiene Units: 6.5 Lecture: 1.5 Laboratory: 16	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite revalidated * Materials Fee from \$46 to \$149 * Textbook Update * Student Learning Outcomes	20	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds. Classes in which the instructor coordinates internship/field practice opportunities and supervises students individually at different locations.	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content. Radiology Dosimeter badge fee increase and Hu-Friedy Glycine powder prescription students cannot purchase and will use throughout their clinical licensure after graduation.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
DH 221 C Clinical Dental Hygiene Units: 6.5 Lecture: 1 Laboratory: 16	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite revalidated * Units from 6 to 6.5 * Materials Fee \$50 * Textbook Update * Student Learning Outcomes	20	The faculty to student ratios for preclinical, clinical and radiographic clinical and laboratory sessions must not exceed one to five. Laboratory sessions in the dental science courses must not exceed one to ten to ensure the development of clinical competence and maximum protection of the patient, faculty and students.	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content. Hu-Friedy Glycine powder prescription students cannot purchase and will use throughout their clinical licensure after graduation.
DH 230 C Dental Specialties Units: 2 Lecture: 2 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite revalidated * Textbook Update * Student Learning Outcomes	20	The faculty to student ratios for preclinical, clinical and radiographic clinical and laboratory sessions must not exceed one to five. Laboratory sessions in the dental science courses must not exceed one to ten to ensure the development of clinical competence and maximum protection of the patient, faculty and students.	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
DH 240 C Community Oral Health I Units: 2 Lecture: 2 Laboratory: 0	* Outline Update * Catalog Description Update * Prerequisite revalidated * SAM code change * Textbook Update * Student Learning Outcomes	20	The faculty to student ratios for preclinical, clinical and radiographic clinical and laboratory sessions must not exceed one to five. Laboratory sessions in the dental science courses must not exceed one to ten to ensure the development of clinical competence and maximum protection of the patient, faculty and students.	2019 Fall	Program Review Outline, catalog and textbook updated to better reflect course content.
DH 241 C Community Oral Health II Units: 2 Lecture: 2 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite revalidated * Textbook Update * Student Learning Outcomes	20	The faculty to student ratios for preclinical, clinical and radiographic clinical and laboratory sessions must not exceed one to five. Laboratory sessions in the dental science courses must not exceed one to ten to ensure the development of clinical competence and maximum protection of the patient, faculty and students.	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
DH 245 C Dental Jurisprudence Units: 2 Lecture: 2 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite revalidated * Textbook Update * Student Learning Outcomes	20	The faculty to student ratios for preclinical, clinical and radiographic clinical and laboratory sessions must not exceed one to five. Laboratory sessions in the dental science courses must not exceed one to ten to ensure the development of clinical competence and maximum protection of the patient, faculty and students.	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
DH 248 C Medical/Dental Emergencies Units: 1 Lecture: 1 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite revalidated * Textbook Update * Student Learning Outcomes	20	The faculty to student ratios for preclinical, clinical and radiographic clinical and laboratory sessions must not exceed one to five. Laboratory sessions in the dental science courses must not exceed one to ten to ensure the development of clinical competence and maximum protection of the patient, faculty and students.	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
DH 250 C Pharmacology Units: 2 Lecture: 2 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite revalidated * SAM code change * Textbook Update * Student Learning Outcomes	20	The faculty to student ratios for preclinical, clinical and radiographic clinical and laboratory sessions must not exceed one to five. Laboratory sessions in the dental science courses must not exceed one to ten to ensure the development of clinical competence and maximum protection of the patient, faculty and students.	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
DH 255 C Dental Anesthesiology Units: 3 Lecture: 2 Laboratory: 4	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite revalidated * Materials Fee \$20 * Textbook Update * Student Learning Outcomes	20	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds (See attached files). Classes in which the instructor coordinates internship/field practice opportunities and supervises students individually at different locations	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content. Autoclave Nasal Hood students take with them after graduation.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
DH 260 C Dental Care for Special Needs Units: 2 Lecture: 2 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite revalidated * Textbook Update * Student Learning Outcomes	20	The faculty to student ratios for preclinical, clinical and radiographic clinical and laboratory sessions must not exceed one to five. Laboratory sessions in the dental science courses must not exceed one to ten to ensure the development of clinical competence and maximum protection of the patient, faculty and students.	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
DH 275 C Clinical Dental Hygiene 1A Units: .5 Lecture: 0 Laboratory: 1.5	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite revalidated * SAM code change * Textbook Update * Student Learning Outcomes	20	The faculty to student ratios for preclinical, clinical and radiographic clinical and laboratory sessions must not exceed one to five. Laboratory sessions in the dental science courses must not exceed one to ten to ensure the development of clinical competence and maximum protection of the patient, faculty and students.	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
DH 276 C Clinical Dental Hygiene 2A Units: .5 Lecture: 0 Laboratory: 1.5	* Outline Update * Catalog Description update * Prerequisite Validation * SAM code change * Textbook Update * Student Learning Outcomes	20	The faculty to student ratios for preclinical, clinical and radiographic clinical and laboratory sessions must not exceed one to five. Laboratory sessions in the dental science courses must not exceed one to ten to ensure the development of clinical competence and maximum protection of the patient, faculty and students. Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis.	2019 Fall	Program Review Outline, catalog and textbook updated to better reflect course content.
ENGL 102 C Introduction to Literature Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisites wording change and revalidated * Textbook Update * Student Learning Outcomes	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal students presentations. Evaluation primarily through exams and essays. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Program Review Outline, catalog, schedule and textbooks updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ENGL 102HC Honors Introduction to Literature Units: 3 Lecture: 3 Laboratory: 0	* Catalog Description Update * Schedule Description Update * Prerequisites wording change and revalidated * Textbook Update * Student Learning Outcomes	20	The Cypress College Honors Advisory Group recommends a maximum of 20 students for a seminar-style honors course to allow for in-depth class discussion and student presentations.	2019 Fall	Program Review Outline, schedule and textbooks updated to better reflect course content.
ENGL 103 C Critical Reasoning and Writing Units: 4 Lecture: 4 Laboratory: 0	* Catalog Description Update * Schedule Description Update * Prerequisites change and revalidated * Textbook Update * Student Learning Outcomes	27	Evaluation mostly through writing assignments with a minimum of 8000 words. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2019 Fall	Program Review Catalog, schedule and textbooks updated to better reflect course content.
ENGL 103HC Honors Critical Reasoning and Writing Units: 4 Lecture: 4 Laboratory: 0	* Catalog Description Update * Schedule Description Update * Prerequisites change and revalidated * Textbook Update	20	The Cypress College Honors Advisory Group recommends a maximum of 20 students for a seminar-style honors course to allow for in-depth class discussion and student presentations.	2019 Fall	Program Review Catalog, schedule and textbooks updated to better reflect course content.
ENGL 104 C Critical Analysis and Literature Units: 4 Lecture: 4 Laboratory: 0	* Catalog Description Update * Prerequisites revalidated * Textbook Update * Student Learning Outcomes	27	Evaluation through writing assignments with a word count of 6000-8000. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2019 Fall	Program Review Catalog and textbooks updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ENGL 104HC Honors Critical Analysis and Literature Units: 4 Lecture: 4 Laboratory: 0	* Catalog Description Update * Schedule Description Update * Prerequisites revalidated * Textbook Update * Student Learning Outcomes	20	The Cypress College Honors Advisory Group recommends a maximum of 20 students for a seminar-style honors course to allow for in-depth class discussion and student presentations.	2019 Fall	Program Review Catalog, schedule and textbooks updated to better reflect course content.
ENGL 105 C Introduction to Creative Writing Units: 3 Lecture: 3 Laboratory: 0	* Title change * Catalog Description Update * Schedule Description Update * Prerequisites change and revalidated * Advisory removed * Textbook Update * Distance Education removed * Student Learning Outcomes	27	Evaluation mostly through writing assignments with a minimum of 6000-8000 words. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2019 Fall	Program Review Title, catalog, schedule and textbooks updated to better reflect course content.
ENGL 125 C The Film Units: 3 Lecture: 3 Laboratory: 0	* Catalog Description Update * Schedule Description Update * Prerequisites change and revalidated * Textbook Update * Student Learning Outcomes	45	The primary mode of instruction is lecture and may include discussion and/or group learning. Evaluation is primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Program Review Catalog and textbooks updated to better reflect course content.
ENGL 125HC Honors Film Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update * Prerequisites change and revalidated * Textbook Update	20	The Cypress College Honors Advisory Group recommends a maximum of 20 students for a seminar-style honors course to allow for in-depth class discussion and student presentations.	2019 Fall	Program Review Outline, catalog and textbooks updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ENGL 126 C Introduction to Screenwriting Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Title change * Catalog Description Update * Schedule Description Update * Prerequisites change and revalidated * Textbook Update * Student Learning Outcomes	27	Evaluation through writing assignments with a word count of 6000-8000. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2019 Fall	Program Review Outline, title, catalog and textbooks updated to better reflect course content.
ENGL 221 C American Literature to 1865 Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update * Prerequisites change and revalidated * Advisory revalidated * Distance Education removed * Textbook Update * Student Learning Outcomes	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Program Review Outline, catalog and textbooks updated to better reflect course content.
ENGL 234 C Shakespeare Units: 3 Lecture: 3 Laboratory: 0	* Catalog Description Update * Prerequisites change and revalidated * Textbook Update * Student Learning Outcomes	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Program Review Catalog and textbooks updated to better reflect course content.
ENGL 234HC Honors Shakespeare Units: 3 Lecture: 3 Laboratory: 0	* Catalog Description Update * Schedule Description Update * Prerequisites change and revalidated * Textbook Update * Student Learning Outcomes	20	The Cypress College Honors Advisory Group recommends a maximum of 20 students for a seminar-style honors course to allow for in-depth class discussion and student presentations.	2019 Fall	Program Review Catalog, schedule and textbooks updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ENGL 255 C African-American Literature I Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisites change and revalidated * Textbook Update * Student Learning Outcomes	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Program Review Outline, catalog schedule and textbooks updated to better reflect course content.
ENGL 256 C African-American Literature II Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisites change and revalidated * Textbook Update * Student Learning Outcomes	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Program Review Outline, catalog schedule and textbooks updated to better reflect course content.
ESL 051 C Intermediate Pronunciation Units: 2 Lecture: 2 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite revalidated * Textbook Update * Student Learning Outcomes	20	ESL classes are designed to provide specialized instruction and extensive individualized feedback for non-native learners of English. Class time focuses on individualized instruction, student presentation time, and/or group learning. Students are engage in practicing second language skills, and the instructor monitors and provides each student individual instruction as the class proceeds. Classes at lower levels need more individualized feedback than classes with advanced students.	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ESL 052 C Intermediate ESL Grammar 1 Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisites revalidated * Distance Education removed * Textbook Update * Student Learning Outcomes	25	ESL classes are designed to provide specialized instruction and extensive individualized feedback for non-native learners of English. Students are engaged in practicing second language skills, and the instructor monitors and provides each student individual instruction as the class proceeds. Classes at lower levels need more individualized feedback than classes with advanced students. "Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds. Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics	2019 Fall	Program Review Outline and textbook updated to better reflect course content.
ESL 053 C Intermediate ESL Grammar 2 Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisites revalidated * Distance Education removed * Textbook Update * Student Learning Outcomes	25	ESL classes are designed to provide specialized instruction and extensive individualized feedback for non-native learners of English. Students are engaged in practicing second language skills, and the instructor monitors and provides each student individual instruction as the class proceeds. Classes at lower levels need more individualized feedback than classes with advanced students. "Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds. Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics	2019 Fall	Program Review Outline and textbook updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ESL 054 C Intermediate Academic Oral Skills NNS Units: 2 Lecture: 2 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite change to eligibility for ESL 081 C or higher * Textbook Update	20	ESL classes are designed to provide specialized instruction and extensive individualized feedback for non-native learners of English. Class time focuses on individualized instruction, student presentation time, and/or group learning. Students are engage in practicing second language skills, and the instructor monitors and provides each student individual instruction as the class proceeds. Classes at lower levels need more individualized feedback than classes with advanced students.	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
ESL 062 C Advanced ESL Grammar 1 Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisites revalidated * Distance Education removed * Textbook Update * Student Learning Outcomes	30	ESL classes are designed to provide specialized instruction and extensive individualized feedback for non-native learners of English. Students are engaged in practicing second language skills, and the instructor monitors and provides each student individual instruction as the class proceeds. "Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics	2019 Fall	Program Review Outline and textbook updated to better reflect course content.
ESL 063 C Advanced ESL Grammar 2 Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisites revalidated * Distance Education removed * Textbook Update * Student Learning Outcomes	30	ESL classes are designed to provide specialized instruction and extensive individualized feedback for non-native learners of English. Students are engaged in practicing second language skills, and the instructor monitors and provides each student individual instruction as the class proceeds. "Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics	2019 Fall	Program Review Outline and textbook updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ESL 064 C Advanced Academic Oral Skills NNS Units: 2 Lecture: 2 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisites revalidated * Textbook Update	20	ESL classes are designed to provide specialized instruction and extensive individualized feedback for non-native learners of English. Class time focuses on individualized instruction, student presentation time, and/or group learning. Students are engage in practicing second language skills, and the instructor monitors and provides each student individual instruction as the class proceeds. Classes at lower levels need more individualized feedback than classes with advanced students.	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
ESL 066 C Advanced ESL Reading Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisites revalidated * Textbook Update	30	ESL classes are designed to provide specialized instruction and individualized feedback for non-native learners of English. Class time focuses on individualized instruction, student presentation time, and/or group learning.	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
JAPN 100 C Spoken Japanese for Beginners Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Schedule Description Update * Textbook Update	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Program Review Outline and textbook updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
JAPN 101 C Elementary Japanese I Units: 5 Lecture: 5 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Textbook Update * Student Learning Outcomes	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Program Review Outline and textbook updated to better reflect course content.
JAPN 102 C Elementary Japanese II Units: 5 Lecture: 5 Laboratory: 0	* Outline Update * Catalog Description Update * Prerequisite change and revalidated * Textbook Update * IGETC: Area 3B	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Program Review Outline and textbook updated to better reflect course content.
JAPN 200 C Conversational Japanese Units: 2 Lecture: 2 Laboratory: 0	* Outline Update * Catalog Description Update * Prerequisite revalidated * Textbook Update * Student Learning Outcomes * IGETC: Area 3B and Area 6A * AAGE: Area C2	30	Class time focuses on individualized instruction, student presentation time, and/or group learning.	2019 Fall	Program Review Outline and textbook updated to better reflect course content.
JAPN 201 C Study of Kanji Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Repeatability removed * Prerequisites revalidated and revision to a minimum grade of "C" in JAPN 101 C or JAPN 102 C * Textbook Update	35	While the instructor does lecture, much of the class time focuses on discussion, group learning and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Program Review Outline, catalog and textbook updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
JAPN 203 C Intermediate Japanese III Units: 4 Lecture: 4 Laboratory: 0	* Outline Update * Catalog Description Update * Prerequisite wording change and revalidated * Textbook Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2019 Fall	Program Review Outline, catalog and textbook updated to better reflect course content.
JAPN 204 C Intermediate Japanese IV Units: 4 Lecture: 4 Laboratory: 0	* Outline Update * Catalog Description Update * Prerequisite wording change and revalidated * Textbook Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning	2019 Fall	Program Review Outline, catalog and textbook updated to better reflect course content.
KIN 174 C Pickleball- Beginning Units: .5-1 Lecture: 0 Laboratory: 1.5-3	* Catalog Description Update * Schedule Description Update * Title change * Grading Option from Standard Letter Grade to Pass/No Pass/Letter Grade Option	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Catalog, schedule and title updated to better reflect course content.
KIN 231 C Elementary School Movement – Kinesiology Units: 3 Lecture: 2 Laboratory: 3	* Outline Update * Class size from 30 to 25 * DE Hybrid added * UC Transfer	25	Individualized Instruction/Group Learning/ Student Presentations- Class time focuses on individualized instruction, student presentation time, and/or group learning.	2019 Fall	We have an ongoing partnership with a local elementary school and the number of students who can be present during lessons, for best-practice reasons, needs to be reduced. Discussed with President.
KIN 247 C Sports Management Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update * Lecture hours from 2 to 3 * Laboratory hours from 3 to 0 * Distance Education added	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations	2019	Outline and catalog updated to better reflect course content. Revision of lecture/lab hours to better serve guided pathways and dual enrollment

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
MAD 102 C Introduction to WEB Design Units: 3 Lecture: 2 Laboratory: 4	* Outline Update * Title change * Catalog Description Update * Schedule Description Update * Textbook Update * Student Learning Outcomes	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Program Review Outline, title, catalog, schedule and textbooks updated to better reflect course content.
MAD 103 C Exploring WEB Design Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Title change * Catalog Description Update * Schedule Description Update * Lecture hours from 2 to 3 * Lab hours removed * Class size from 25 to 30 * Fee removed * Textbook Update * Distance Education online * Student Learning Outcomes	30	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	This course is being revised to be taught entirely online via distance education through an LMS such as Blackboard or Canvas. Outline, title, catalog, schedule, textbook updated to better reflect course content.
MATH N01 C Supervised Tutoring: Math Units: 0 Lecture: 0 Laboratory: 0	* Textbook Update * CIP code change	999	This is an open entry lab. Students will receive individualized tutoring based on their needs in their math courses.	2019 Fall	Program Review Textbook updated to better reflect course content.
MATH 115 C Finite Mathematics Units: 4 Lecture: 4 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite revalidated * Textbook Update * Student Learning Outcomes	35	While the instructor does lecture in Math 115, much of the class time focuses on discussion and group learning. Evaluation primarily through objective exams.	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
MATH 130 C Survey of Calculus Units: 4 Lecture: 4 Laboratory: 0	* Catalog Description Update * Prerequisites revalidated * Textbook Update * Student Learning Outcomes	35	While the instructor does lecture, much of the class time focuses on discussion. Evaluations are primarily through objective exams in which the student's work is graded.	2019 Fall	Program Review Catalog and textbook updated to better reflect course content.
PHYS 201 C College Physics I Units: 4 Lecture: 3 Laboratory: 3	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisites revalidated and added MATH 141 C * Textbook Update * Student Learning Outcomes	25	The class includes a lab in which the instructor provides extensive instruction on how to set up the lab and take data. Instructor also evaluates written analyses completed by students after each lab sessions and provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
PHYS 202 C College Physics II Units: 4 Lecture: 3 Laboratory: 3	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite revalidated * Textbook Update	25	The class includes a lab in which the instructor provides one-on-one help in making and checking the circuits during the lab time, evaluates written analysis completed by students after lab sessions, and provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports).	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
PHYS 210 C Physics for Life Sciences I Units: 4 Lecture: 3 Laboratory: 3	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisites revalidated * Textbook Update	25	The class includes a lab in which the instructor provides extensive instruction on how to set up the lab and take data. Instructor also evaluates written analyses completed by students after each lab sessions and provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
PHYS 211 C Physics for Life Sciences II Units: 4 Lecture: 3 Laboratory: 3	* Outline Update * Schedule Description Update * Prerequisites revalidated * Textbook Update	25	The class includes a lab in which the instructor provides one-on-one help in making and checking the circuits during the lab time, evaluates written analysis completed by students after lab sessions, and provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports).	2019 Fall	Program Review Outline, schedule and textbook updated to better reflect course content.
PHYS 221 C General Physics I Units: 4 Lecture: 3 Laboratory: 3	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisites revalidated * Textbook Update	25	The class includes a lab in which the instructor provides extensive instruction on how to set up the lab and take data. Instructor also evaluates written analyses completed by students after each lab sessions and provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
PHYS 222 C General Physics II Units: 4 Lecture: 3 Laboratory: 3	* Outline Update * Prerequisites revalidated * Advisory revalidated * Textbook Update	25	Labs in which the instructor provides one-on-one help in making and checking the circuits during the lab time, evaluates written analysis completed by students after lab sessions, and provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Program Review Outline and textbook updated to better reflect course content.
PHYS 223 C General Physics III Units: 4 Lecture: 3 Laboratory: 3	* Outline Update * Catalog Description Update * Prerequisites revalidated * Advisory revalidated * Textbook Update * Student Learning Outcomes	25	The class includes a lab in which the instructor provides extensive instruction on how to set up the lab and take data. Instructor also evaluates written analyses completed by students after each lab sessions and provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Program Review Outline, catalog and textbook updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
THEA 102 C World Theater History I Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Advisory revalidated * Textbook Update * Student Learning Outcomes	40	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Program Review Outline, catalog, schedule, textbook updated to better reflect course content.
THEA 130 C Acting Workshop Units: 2-3 Lecture: 0 Laboratory: 6-9	* Outline Update * Prerequisite revalidated * Textbook Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2019 Fall	Program Review Outline and textbook updated to better reflect course content.
THEA 134 C Auditions for Theater/Film Units: 1 Lecture: 0 Laboratory: 3	* Outline Update * Catalog Description Update * Prerequisite revalidated * Lecture hours from 1 to 0 * Lab hours from 0 to 3 * Textbook Update	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Program Review Outline, catalog and textbook updated to better reflect course content.
THEA 156 C Production Techniques III Units: .5-3 Lecture: 0 Laboratory: 1.5-9	* Textbook Update	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Program Review Textbook updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
THEA 220 C Acting IV Units: 3 Lecture: 2 Laboratory: 4	* Outline Update * Prerequisite revalidate * Advisories revalidated * Textbook Update	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Program Review Textbook updated to better reflect course content.
THEA 236 C Summer Theater Workshop I Units: 1-2 Lecture: 0 Laboratory: 3-6	* Prerequisite revalidated * Textbook Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills.	2019 Fall	Program Review Textbook updated to better reflect course content.
THEA 237 C Summer Theater Workshop II Units: 1-2 Lecture: 0 Laboratory: 3-6	* Outline Update * Prerequisite revalidated * Textbook Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills.	2019 Fall	Program Review Outline and textbook updated to better reflect course content.

NEW DEGREES/CERTIFICATES

DEGREE		EFF DATE	JUSTIFICATION																																							
English	<p>Creative Writing Certificate</p> <p>Required course</p> <table border="1"> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>ENGL105 C</td> <td>Introduction to Creative Writing</td> <td>3</td> </tr> <tr> <td colspan="3">Electives (select 15 units from the following)</td> </tr> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>ENGL102 C</td> <td>Introduction to Literature</td> <td>3</td> </tr> <tr> <td>ENGL126 C</td> <td>Introduction to Screenwriting</td> <td>3</td> </tr> <tr> <td>ENGL127 C</td> <td>Introduction to Poetry Writing</td> <td>3</td> </tr> <tr> <td>ENGL128 C</td> <td>Introduction to Short Story Writing</td> <td>3</td> </tr> <tr> <td>ENGL130 C</td> <td>Introduction to Creative Nonfiction Writing</td> <td>3</td> </tr> <tr> <td>ENGL225 C</td> <td>Literary Journal Publication</td> <td>3</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td>Total Units</td> <td></td> <td>18</td> </tr> </table>			Units	ENGL105 C	Introduction to Creative Writing	3	Electives (select 15 units from the following)					Units	ENGL102 C	Introduction to Literature	3	ENGL126 C	Introduction to Screenwriting	3	ENGL127 C	Introduction to Poetry Writing	3	ENGL128 C	Introduction to Short Story Writing	3	ENGL130 C	Introduction to Creative Nonfiction Writing	3	ENGL225 C	Literary Journal Publication	3				Total Units		18	2019 Fall	<p>A superior ability to communicate is necessary for success in our global and multicultural society. As such, this program is of benefit to not only students who are planning to major in Creative Writing at a four-year institution, but also to anyone with an interest in exploring their own creativity and developing stronger writing, reading, and critical thinking skills. Upon completion of this program, students will have the skills necessary to write creatively and to thoughtfully analyze the work of others. This combination of outcomes prepares students for successful careers in the world of professional writing, journalism, publishing, editing, and teaching.</p>			
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English as a Second Language	<p>ESL Milestone Certificate: Pathway to SEM</p> <p>Complete the Required ESL courses listed in sequence (10 units):</p> <table border="1"> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>ESL185 C</td> <td>Advanced Academic Reading/Writing 2</td> <td>5</td> </tr> <tr> <td>ESL186 C</td> <td>College Writing Preparation for Non-Native Speakers</td> <td>5</td> </tr> <tr> <td colspan="3">Complete the following MATH course (4 units):</td> </tr> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>MATH141 C</td> <td>College Algebra</td> <td>4</td> </tr> <tr> <td colspan="3">Complete one of the following courses (4-5 units):</td> </tr> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>CHEM107 C</td> <td>Preparation for General Chemistry</td> <td>5</td> </tr> <tr> <td>CHEM111AC</td> <td>General Chemistry I</td> <td>5</td> </tr> <tr> <td>PHYS130 C</td> <td>Elementary Physics</td> <td>4</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td>Total Units</td> <td></td> <td>18 - 19</td> </tr> </table>			Units	ESL185 C	Advanced Academic Reading/Writing 2	5	ESL186 C	College Writing Preparation for Non-Native Speakers	5	Complete the following MATH course (4 units):					Units	MATH141 C	College Algebra	4	Complete one of the following courses (4-5 units):					Units	CHEM107 C	Preparation for General Chemistry	5	CHEM111AC	General Chemistry I	5	PHYS130 C	Elementary Physics	4				Total Units		18 - 19	2019 Fall	<p>Section 1(a)(7) of Assembly Bill 705 (Irwin) states that ESL instruction is “distinct from remediation in English” and that students enrolled in ESL credit coursework are “foreign language learners.” In fact, students enrolled in the highest levels of credit ESL at Cypress College are engaged in advanced foreign language learning that is equivalent to upper division foreign language courses at the university level. It is upon these principles that the Cypress College ESL department proposes the Guided Pathways ESL Milestone certificates.</p>
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English as a Second Language	<p>ESL Milestone Certificate- Pathway to Transfer: Language Arts/Oral Communication</p> <p>Complete the Required ESL courses listed in sequence (15 units):</p> <table border="1"> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>ESL184 C</td> <td>Advanced Academic Reading/Writing 1</td> <td>5</td> </tr> <tr> <td>ESL185 C</td> <td>Advanced Academic Reading/Writing 2</td> <td>5</td> </tr> <tr> <td>ESL186 C</td> <td>College Writing Preparation for Non-Native Speakers</td> <td>5</td> </tr> <tr> <td colspan="3"> </td> </tr> </table> <p>Complete one Communication Studies course (3 units):</p> <table border="1"> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>COMM100 C</td> <td>Human Communication</td> <td>3</td> </tr> <tr> <td>COMM100HC</td> <td>Honors Human Communication</td> <td>3</td> </tr> <tr> <td colspan="3">Additional Recommended Electives Not Required:</td> </tr> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>COUN140 C</td> <td>Educational Planning</td> <td>1</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>LIB100 C</td> <td>Introduction to Research</td> <td>1</td> </tr> <tr> <td colspan="3"> </td> </tr> <tr> <td colspan="2">Total Units</td> <td>18</td> </tr> </table>			Units	ESL184 C	Advanced Academic Reading/Writing 1	5	ESL185 C	Advanced Academic Reading/Writing 2	5	ESL186 C	College Writing Preparation for Non-Native Speakers	5						Units	COMM100 C	Human Communication	3	COMM100HC	Honors Human Communication	3	Additional Recommended Electives Not Required:					Units	COUN140 C	Educational Planning	1		or		LIB100 C	Introduction to Research	1				Total Units		18	2019 Fall	Section 1(a)(7) of Assembly Bill 705 (Irwin) states that ESL instruction is “distinct from remediation in English” and that students enrolled in ESL credit coursework are “foreign language learners.” In fact, students enrolled in the highest levels of credit ESL at Cypress College are engaged in advanced foreign language learning that is equivalent to upper division foreign language courses at the university level. It is upon these principles that the Cypress College ESL department proposes the Guided Pathways ESL Milestone certificates.
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NEW DEGREES/CERTIFICATES

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English as a Second Language	<p>ESL Milestone Certificate- Pathway to Transfer: Language Arts/Written Communication Complete the Required ESL courses listed in sequence (15 units):</p> <table border="1"> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>ESL184 C</td> <td>Advanced Academic Reading/Writing 1</td> <td>5</td> </tr> <tr> <td>ESL185 C</td> <td>Advanced Academic Reading/Writing 2</td> <td>5</td> </tr> <tr> <td>ESL186 C</td> <td>College Writing Preparation for Non-Native Speakers</td> <td>5</td> </tr> <tr> <td colspan="3">Complete one of the English courses listed below (4 units):</td> </tr> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>ENGL100 C</td> <td>College Writing</td> <td>4</td> </tr> <tr> <td>ENGL100HC</td> <td>Honors College Writing</td> <td>4</td> </tr> <tr> <td colspan="3">Additional Recommended Electives Not Required.</td> </tr> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>COUN140 C</td> <td>Educational Planning</td> <td>1</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>LIB100 C</td> <td>Introduction to Research</td> <td>1</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td>Total Units</td> <td></td> <td>19</td> </tr> </table>			Units	ESL184 C	Advanced Academic Reading/Writing 1	5	ESL185 C	Advanced Academic Reading/Writing 2	5	ESL186 C	College Writing Preparation for Non-Native Speakers	5	Complete one of the English courses listed below (4 units):					Units	ENGL100 C	College Writing	4	ENGL100HC	Honors College Writing	4	Additional Recommended Electives Not Required.					Units	COUN140 C	Educational Planning	1		or		LIB100 C	Introduction to Research	1				Total Units		19	2019 Fall	Section 1(a)(7) of Assembly Bill 705 (Irwin) states that ESL instruction is “distinct from remediation in English” and that students enrolled in ESL credit coursework are “foreign language learners.” In fact, students enrolled in the highest levels of credit ESL at Cypress College are engaged in advanced foreign language learning that is equivalent to upper division foreign language courses at the university level. It is upon these principles that the Cypress College ESL department proposes the Guided Pathways ESL Milestone certificates.						
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English as a Second Language	<p>ESL Milestone Certificate: Pathway to Dental Hygiene/Nursing Complete the Required ESL courses listed in sequence (15 units):</p> <table border="1"> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>ESL184 C</td> <td>Advanced Academic Reading/Writing 1</td> <td>5</td> </tr> <tr> <td>ESL185 C</td> <td>Advanced Academic Reading/Writing 2</td> <td>5</td> </tr> <tr> <td>ESL186 C</td> <td>College Writing Preparation for Non-Native Speakers</td> <td>5</td> </tr> <tr> <td colspan="3">Take one of the following courses (3-4 units):</td> </tr> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>CHEM101 C</td> <td>Chemistry for Health Science Majors I</td> <td>4</td> </tr> <tr> <td>HRC100 C</td> <td>Nutrition</td> <td>3</td> </tr> <tr> <td>PSY101 C</td> <td>Introduction to Psychology</td> <td>3</td> </tr> <tr> <td>PSY101HC</td> <td>Honors Introduction to Psychology</td> <td>3</td> </tr> <tr> <td>SOC101 C</td> <td>Introduction to Sociology</td> <td>3</td> </tr> <tr> <td>SOC101HC</td> <td>Honors Introduction to Sociology</td> <td>3</td> </tr> <tr> <td>COMM100 C</td> <td>Human Communication</td> <td>3</td> </tr> <tr> <td>COMM100HC</td> <td>Honors Human Communication</td> <td>3</td> </tr> <tr> <td colspan="2">Additional Recommended Elective Not Required:</td> <td>Units</td> </tr> <tr> <td>COUN140 C</td> <td>Educational Planning</td> <td>1</td> </tr> <tr> <td>Total Units</td> <td></td> <td>18 - 19</td> </tr> </table>			Units	ESL184 C	Advanced Academic Reading/Writing 1	5	ESL185 C	Advanced Academic Reading/Writing 2	5	ESL186 C	College Writing Preparation for Non-Native Speakers	5	Take one of the following courses (3-4 units):					Units	CHEM101 C	Chemistry for Health Science Majors I	4	HRC100 C	Nutrition	3	PSY101 C	Introduction to Psychology	3	PSY101HC	Honors Introduction to Psychology	3	SOC101 C	Introduction to Sociology	3	SOC101HC	Honors Introduction to Sociology	3	COMM100 C	Human Communication	3	COMM100HC	Honors Human Communication	3	Additional Recommended Elective Not Required:		Units	COUN140 C	Educational Planning	1	Total Units		18 - 19	2019 Fall	Section 1(a)(7) of Assembly Bill 705 (Irwin) states that ESL instruction is “distinct from remediation in English” and that students enrolled in ESL credit coursework are “foreign language learners.” In fact, students enrolled in the highest levels of credit ESL at Cypress College are engaged in advanced foreign language learning that is equivalent to upper division foreign language courses at the university level. It is upon these principles that the Cypress College ESL department proposes the Guided Pathways ESL Milestone certificates.
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NEW DEGREES/CERTIFICATES

DEGREE		EFF DATE	JUSTIFICATION		
Music – Applied	Music Teacher Technology	2019 Fall	This is a program of study designed to offer commercial music training to music teachers who's degrees did not include music technology. In addition to earning a local certificate, this program of study will prepare students and enable them to take multiple certification exams from industry leading software companies.		
	Required courses:				
					Units
	MUS108 C			Introduction to Music Technology	3
	MUSA140			Music Notation Software I	3
	MUSA143			Recording Studio Techniques I	3
	MUSA141			Electronic Music Production I	3
				and	
	MUSA145			Audio Production for Gaming I	3
				or	
	MUSA241			Electronic Music Production II	3
				or	
	MUSA243			Recording Studio Techniques II	3
	MUS 299 C			Music-Independent Study	1-2
Total Units		16-17			

REVISED DEGREES/CERTIFICATES

DEGREE		EFF DATE	JUSTIFICATION		
Anthropology	Associate in Arts Degree Anthropology	2019 Fall	Changing ANTH 211 C to ANTH 212 C		
	Required Courses				
				Units	
	ANTH101 C		Biological Anthropology	3	No total unit change
			or		
	ANTH101HC		Honors Biological Anthropology	3	
	ANTH101LC		Biological Anthropology Lab	1	
	ANTH102 C		Cultural Anthropology	3	
			or		
	ANTH102HC		Honors Cultural Anthropology	3	
	ANTH103 C		Introduction to Archaeology	3	
			or		
	ANTH106 C		Human Prehistory and Ancient Civilizations	3	
	ANTH105 C		Introduction to Linguistic Anthropology	3	
	Six (6) units or more from the following Anthropology Elective Courses				
				Units	
	ANTH103 C		Introduction to Archaeology	3	
			or		
	ANTH106 C		Human Prehistory and Ancient Civilizations	3	
	ANTH104 C		Comparative Cultures	3	
	ANTH107 C		Magic, Witchcraft and Religion	3	
	ANTH121 C		Native North America	3	
	ANTH208 C		Anthropology of Death	3	
	ANTH210 C		Introduction to Forensic Anthropology	3	
	ANTH212 C		Applied and Practicing Anthropology	3	
	ANTH225 C		Ancient Cultures of Mexico and Central America	3	
	ANTH231 C		Field Course in Archaeology I	3	
	ANTH232 C		Field Course in Archaeology II	3	
Total Units		19			

REVISED DEGREES/CERTIFICATES

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Anthropology	<p>Associate in Arts in Anthropology for Transfer Required Core: 9 units Units</p> <table border="1"> <tr> <td>ANTH101 C</td> <td>Biological Anthropology</td> <td align="right">3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>ANTH101HC</td> <td>Honors Biological Anthropology</td> <td align="right">3</td> </tr> <tr> <td>ANTH102 C</td> <td>Cultural Anthropology</td> <td align="right">3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>ANTH102HC</td> <td>Honors Cultural Anthropology</td> <td align="right">3</td> </tr> <tr> <td>ANTH103 C</td> <td>Introduction to Archaeology</td> <td align="right">3</td> </tr> <tr> <td colspan="3">List A - Select 4-5 units minimum from the following (ANTH 101LC plus one other):</td> </tr> <tr> <td></td> <td></td> <td align="right">Units</td> </tr> <tr> <td>ANTH101LC</td> <td>Biological Anthropology Lab</td> <td align="right">1</td> </tr> <tr> <td></td> <td>and</td> <td></td> </tr> <tr> <td>ANTH105 C</td> <td>Introduction to Linguistic Anthropology</td> <td align="right">3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>ANTH106 C</td> <td>Human Prehistory and Ancient Civilizations</td> <td align="right">3</td> </tr> <tr> <td>ANTH107 C</td> <td>Magic, Witchcraft and Religion</td> <td align="right">3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>ANTH121 C</td> <td>Native North America</td> <td align="right">3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>MATH120 C</td> <td>Introduction to Probability and Statistics</td> <td align="right">4</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>PSY161 C</td> <td>Probability and Statistics-Social Sciences</td> <td align="right">4</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>PSY161HC</td> <td>Honors Probability and Statistics-Social Sciences</td> <td align="right">4</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>SOC161 C</td> <td>Probability and Statistics-Social Sciences</td> <td align="right">4</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>SOC161HC</td> <td>Honors Probability and Statistics-Social Sciences</td> <td align="right">4</td> </tr> <tr> <td colspan="3">List B - Select 3-4 units minimum from List A courses not already taken.</td> </tr> <tr> <td colspan="3">List C - Select 3 units minimum from List A courses not already taken, or from the following:</td> </tr> <tr> <td></td> <td></td> <td align="right">Units</td> </tr> <tr> <td>ANTH104 C</td> <td>Comparative Cultures</td> <td align="right">3</td> </tr> <tr> <td>ANTH210 C</td> <td>Introduction to Forensic Anthropology</td> <td align="right">3</td> </tr> <tr> <td>ANTH208 C</td> <td>Anthropology of Death</td> <td align="right">3</td> </tr> <tr> <td>ANTH225 C</td> <td>Ancient Cultures of Mexico and Central America</td> <td align="right">3</td> </tr> <tr> <td>ANTH212 C</td> <td>Applied and Practicing Anthropology</td> <td align="right">3</td> </tr> <tr> <td>ANTH231 C</td> <td>Field Course in Archaeology I</td> <td align="right">3</td> </tr> <tr> <td>ANTH232 C</td> <td>Field Course in Archaeology II</td> <td align="right">3</td> </tr> <tr> <td>Total Units</td> <td></td> <td align="right">19 - 21</td> </tr> </table>	ANTH101 C	Biological Anthropology	3		or		ANTH101HC	Honors Biological Anthropology	3	ANTH102 C	Cultural Anthropology	3		or		ANTH102HC	Honors Cultural Anthropology	3	ANTH103 C	Introduction to Archaeology	3	List A - Select 4-5 units minimum from the following (ANTH 101LC plus one other):					Units	ANTH101LC	Biological Anthropology Lab	1		and		ANTH105 C	Introduction to Linguistic Anthropology	3		or		ANTH106 C	Human Prehistory and Ancient Civilizations	3	ANTH107 C	Magic, Witchcraft and Religion	3		or		ANTH121 C	Native North America	3		or		MATH120 C	Introduction to Probability and Statistics	4		or		PSY161 C	Probability and Statistics-Social Sciences	4		or		PSY161HC	Honors Probability and Statistics-Social Sciences	4		or		SOC161 C	Probability and Statistics-Social Sciences	4		or		SOC161HC	Honors Probability and Statistics-Social Sciences	4	List B - Select 3-4 units minimum from List A courses not already taken.			List C - Select 3 units minimum from List A courses not already taken, or from the following:					Units	ANTH104 C	Comparative Cultures	3	ANTH210 C	Introduction to Forensic Anthropology	3	ANTH208 C	Anthropology of Death	3	ANTH225 C	Ancient Cultures of Mexico and Central America	3	ANTH212 C	Applied and Practicing Anthropology	3	ANTH231 C	Field Course in Archaeology I	3	ANTH232 C	Field Course in Archaeology II	3	Total Units		19 - 21	2019 Fall	Changing ANTH 211 C to ANTH 212 C No total unit change
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REVISED DEGREES/CERTIFICATES

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Art	<p>Associate in Arts in Studio Arts for Transfer Degree (AA-T) Core Courses (12 units)</p> <table border="1"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>ART112 C</td> <td>Survey of Art History II</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>ART112HC</td> <td>Honors Survey of Art History II</td> <td>3</td> </tr> <tr> <td>ART120 C</td> <td>Two-Dimensional Design</td> <td>3</td> </tr> <tr> <td>ART121 C</td> <td>Three-Dimensional Design</td> <td>3</td> </tr> <tr> <td>ART182 C</td> <td>Beginning Drawing</td> <td>3</td> </tr> </tbody> </table> <p>List A: Art History restricted Electives (3) Select one course from the following:</p> <table border="1"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>ART111 C</td> <td>Survey of Art History I</td> <td>3</td> </tr> <tr> <td>ART114 C</td> <td>Modern Art History</td> <td>3</td> </tr> </tbody> </table> <p>List B: Studio Arts restricted Electives (9) Select one course from any three of the following areas:</p> <table border="1"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>ART122</td> <td>Introduction to Digital Art</td> <td>3</td> </tr> <tr> <td>ART123 C</td> <td>Color Theory</td> <td>3</td> </tr> <tr> <td>ART130 C</td> <td>Introduction to Printmaking</td> <td>3</td> </tr> <tr> <td>ART146 C</td> <td>Beginning Sculpture</td> <td>3</td> </tr> <tr> <td>ART148 C</td> <td>Introduction to Crafts</td> <td>3</td> </tr> <tr> <td>ART150 C</td> <td>Ceramics Handbuilding</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>ART151 C</td> <td>Ceramics Throwing</td> <td>3</td> </tr> <tr> <td>ART174 C</td> <td>Jewelry Design</td> <td>3</td> </tr> <tr> <td>ART175 C</td> <td>Metalsmithing</td> <td>3</td> </tr> <tr> <td>ART183 C</td> <td>Intermediate Drawing</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>ART185 C</td> <td>Beginning Life Drawing</td> <td>3</td> </tr> <tr> <td>ART194 C</td> <td>Beginning Painting</td> <td>3</td> </tr> <tr> <td>MAD100 C</td> <td>Introduction to Media Arts Design-Mac</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>MAD 101 C</td> <td>Introduction to Media Arts Design-Win</td> <td>3</td> </tr> <tr> <td>PHOT101 C</td> <td>Introduction to Photography</td> <td>3</td> </tr> <tr> <td>MAD116 C</td> <td>Graphic Design I</td> <td>3</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>Total Units</td> <td>24</td> </tr> </tbody> </table>			Units	ART112 C	Survey of Art History II	3		or		ART112HC	Honors Survey of Art History II	3	ART120 C	Two-Dimensional Design	3	ART121 C	Three-Dimensional Design	3	ART182 C	Beginning Drawing	3			Units	ART111 C	Survey of Art History I	3	ART114 C	Modern Art History	3			Units	ART122	Introduction to Digital Art	3	ART123 C	Color Theory	3	ART130 C	Introduction to Printmaking	3	ART146 C	Beginning Sculpture	3	ART148 C	Introduction to Crafts	3	ART150 C	Ceramics Handbuilding	3		or		ART151 C	Ceramics Throwing	3	ART174 C	Jewelry Design	3	ART175 C	Metalsmithing	3	ART183 C	Intermediate Drawing	3		or		ART185 C	Beginning Life Drawing	3	ART194 C	Beginning Painting	3	MAD100 C	Introduction to Media Arts Design-Mac	3		or		MAD 101 C	Introduction to Media Arts Design-Win	3	PHOT101 C	Introduction to Photography	3	MAD116 C	Graphic Design I	3					Total Units	24	2019 Fall	Previous revision DCCC approved 10-12-18 now minor change to remove “and” between ART 174, ART 175 Adding MAD 101 C after MAD 100 C with an “or” between them No total unit change
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REVISED DEGREES/CERTIFICATES

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Aviation and Travel Careers	ASSOCIATE IN SCIENCE DEGREE COMMERCIAL PILOT Required courses are listed in suggested sequence:	2019 Fall	remove deactivated course ATC 152 C Electives: verbiage changed from 0-4 to 1-4 elective units No total unit change			
	<table border="1"> <tr> <td></td> <td></td> <td align="right">Units</td> </tr> </table>					Units
					Units	
	<table border="1"> <tr> <td>ATC102 C</td> <td>Career Communication/Portfolio</td> <td align="right">3</td> </tr> </table>			ATC102 C	Career Communication/Portfolio	3
	ATC102 C			Career Communication/Portfolio	3	
	<table border="1"> <tr> <td>ATC104 C</td> <td>Air Transportation</td> <td align="right">3</td> </tr> </table>			ATC104 C	Air Transportation	3
	ATC104 C			Air Transportation	3	
	<table border="1"> <tr> <td></td> <td align="center">or</td> <td></td> </tr> </table>				or	
				or		
	<table border="1"> <tr> <td>ATC270 C</td> <td>Airline Operations</td> <td align="right">3</td> </tr> </table>			ATC270 C	Airline Operations	3
	ATC270 C			Airline Operations	3	
	<table border="1"> <tr> <td>ATC132 C</td> <td>Private Pilot</td> <td align="right">4</td> </tr> </table>			ATC132 C	Private Pilot	4
	ATC132 C			Private Pilot	4	
	<table border="1"> <tr> <td>ATC136 C</td> <td>Air Navigation</td> <td align="right">3</td> </tr> </table>			ATC136 C	Air Navigation	3
	ATC136 C			Air Navigation	3	
	<table border="1"> <tr> <td>ATC140 C</td> <td>Meteorology</td> <td align="right">3</td> </tr> </table>			ATC140 C	Meteorology	3
	ATC140 C			Meteorology	3	
	<table border="1"> <tr> <td>ATC144 C</td> <td>Aircraft and Engines</td> <td align="right">3</td> </tr> </table>			ATC144 C	Aircraft and Engines	3
	ATC144 C			Aircraft and Engines	3	
	<table border="1"> <tr> <td>ATC196 C</td> <td>Flight Simulator Private Pilot</td> <td align="right">1</td> </tr> </table>			ATC196 C	Flight Simulator Private Pilot	1
	ATC196 C			Flight Simulator Private Pilot	1	
	<table border="1"> <tr> <td></td> <td align="center">or</td> <td></td> </tr> </table>				or	
				or		
	<table border="1"> <tr> <td>ATC190 C</td> <td>Flight Training-Private Pilot</td> <td align="right">2</td> </tr> </table>			ATC190 C	Flight Training-Private Pilot	2
	ATC190 C			Flight Training-Private Pilot	2	
	<table border="1"> <tr> <td>ATC197 C</td> <td>Flight Simulator Instrument</td> <td align="right">1</td> </tr> </table>			ATC197 C	Flight Simulator Instrument	1
	ATC197 C			Flight Simulator Instrument	1	
	<table border="1"> <tr> <td></td> <td align="center">or</td> <td></td> </tr> </table>				or	
				or		
	<table border="1"> <tr> <td>ATC194 C</td> <td>Flight Training Instrument Rating</td> <td align="right">2</td> </tr> </table>			ATC194 C	Flight Training Instrument Rating	2
	ATC194 C			Flight Training Instrument Rating	2	
	<table border="1"> <tr> <td>ATC198 C</td> <td>Flight Simulator Commercial</td> <td align="right">1</td> </tr> </table>			ATC198 C	Flight Simulator Commercial	1
	ATC198 C			Flight Simulator Commercial	1	
	<table border="1"> <tr> <td></td> <td align="center">or</td> <td></td> </tr> </table>				or	
				or		
<table border="1"> <tr> <td>ATC195 C</td> <td>Flight Training Commercial Pilot</td> <td align="right">2</td> </tr> </table>	ATC195 C	Flight Training Commercial Pilot	2			
ATC195 C	Flight Training Commercial Pilot	2				
<table border="1"> <tr> <td>ATC232 C</td> <td>Instrument Rating</td> <td align="right">3</td> </tr> </table>	ATC232 C	Instrument Rating	3			
ATC232 C	Instrument Rating	3				
<table border="1"> <tr> <td>ATC240 C</td> <td>Commercial Pilot Seminar</td> <td align="right">3</td> </tr> </table>	ATC240 C	Commercial Pilot Seminar	3			
ATC240 C	Commercial Pilot Seminar	3				
<table border="1"> <tr> <td>ATC256 C</td> <td>Crew Resource Management</td> <td align="right">3</td> </tr> </table>	ATC256 C	Crew Resource Management	3			
ATC256 C	Crew Resource Management	3				
<table border="1"> <tr> <td colspan="3">Electives: To complete all major course requirements, students must complete 1-4 elective units from the list below (if not already taken as a required course) for a total of 35 units.</td> </tr> </table>	Electives: To complete all major course requirements, students must complete 1-4 elective units from the list below (if not already taken as a required course) for a total of 35 units.					
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<table border="1"> <tr> <td>ATC189 C</td> <td>Flight Training Device - Introduction</td> <td align="right">0.5</td> </tr> </table>	ATC189 C	Flight Training Device - Introduction	0.5			
ATC189 C	Flight Training Device - Introduction	0.5				
<table border="1"> <tr> <td>ATC190 C</td> <td>Flight Training-Private Pilot</td> <td align="right">2</td> </tr> </table>	ATC190 C	Flight Training-Private Pilot	2			
ATC190 C	Flight Training-Private Pilot	2				
<table border="1"> <tr> <td>ATC193 C</td> <td>Flight Training-Flight Instructor</td> <td align="right">1 - 5</td> </tr> </table>	ATC193 C	Flight Training-Flight Instructor	1 - 5			
ATC193 C	Flight Training-Flight Instructor	1 - 5				
<table border="1"> <tr> <td>ATC194 C</td> <td>Flight Training Instrument Rating</td> <td align="right">2</td> </tr> </table>	ATC194 C	Flight Training Instrument Rating	2			
ATC194 C	Flight Training Instrument Rating	2				
<table border="1"> <tr> <td>ATC195 C</td> <td>Flight Training Commercial Pilot</td> <td align="right">2</td> </tr> </table>	ATC195 C	Flight Training Commercial Pilot	2			
ATC195 C	Flight Training Commercial Pilot	2				
<table border="1"> <tr> <td>ATC197 C</td> <td>Flight Simulator Instrument</td> <td align="right">1</td> </tr> </table>	ATC197 C	Flight Simulator Instrument	1			
ATC197 C	Flight Simulator Instrument	1				
<table border="1"> <tr> <td>ATC198 C</td> <td>Flight Simulator Commercial</td> <td align="right">1</td> </tr> </table>	ATC198 C	Flight Simulator Commercial	1			
ATC198 C	Flight Simulator Commercial	1				
<table border="1"> <tr> <td>ATC199 C</td> <td>Flight Simulator Instructor</td> <td align="right">1</td> </tr> </table>	ATC199 C	Flight Simulator Instructor	1			
ATC199 C	Flight Simulator Instructor	1				
<table border="1"> <tr> <td>ATC212 C</td> <td>Airline/Aviation Management</td> <td align="right">3</td> </tr> </table>	ATC212 C	Airline/Aviation Management	3			
ATC212 C	Airline/Aviation Management	3				
<table border="1"> <tr> <td>ATC244 C</td> <td>Aviation Instructor</td> <td align="right">3</td> </tr> </table>	ATC244 C	Aviation Instructor	3			
ATC244 C	Aviation Instructor	3				
<table border="1"> <tr> <td>ATC250 C</td> <td>Turbine Simulator Observation</td> <td align="right">0.5</td> </tr> </table>	ATC250 C	Turbine Simulator Observation	0.5			
ATC250 C	Turbine Simulator Observation	0.5				
<table border="1"> <tr> <td>ATC255 C</td> <td>Turbine Simulator Orientation</td> <td align="right">0.5</td> </tr> </table>	ATC255 C	Turbine Simulator Orientation	0.5			
ATC255 C	Turbine Simulator Orientation	0.5				
<table border="1"> <tr> <td>ATC295 C</td> <td>Aviation/Travel Internship</td> <td align="right">3</td> </tr> </table>	ATC295 C	Aviation/Travel Internship	3			
ATC295 C	Aviation/Travel Internship	3				
<table border="1"> <tr> <td>ATC298 C</td> <td>Aviation/Travel Seminar</td> <td align="right">0.5 - 12</td> </tr> </table>	ATC298 C	Aviation/Travel Seminar	0.5 - 12			
ATC298 C	Aviation/Travel Seminar	0.5 - 12				
<table border="1"> <tr> <td>ATC299 C</td> <td>Independent Study</td> <td align="right">0.5 - 2</td> </tr> </table>	ATC299 C	Independent Study	0.5 - 2			
ATC299 C	Independent Study	0.5 - 2				
<table border="1"> <tr> <td>Total Units</td> <td></td> <td align="right">35</td> </tr> </table>	Total Units		35			
Total Units		35				

REVISED DEGREES/CERTIFICATES

DEGREE		EFF DATE	JUSTIFICATION
Aviation and Travel Careers	AVIATION IV--ADVANCED PILOT CERTIFICATE Required courses are listed in suggested sequence: Units	2019 Fall	remove deactivated course ATC 152 C Electives: verbiage changed from 0-4 to 1-4 elective units No total unit change
	ATC102 C Career Communication/Portfolio 3		
	ATC104 C Air Transportation 3		
	or		
	ATC270 C Airline Operations 3		
	ATC132 C Private Pilot 4		
	ATC136 C Air Navigation 3		
	ATC140 C Meteorology 3		
	ATC144 C Aircraft and Engines 3		
	ATC196 C Flight Simulator Private Pilot 1		
	or		
	ATC190 C Flight Training-Private Pilot 2		
	ATC197 C Flight Simulator Instrument 1		
	or		
	ATC194 C Flight Training Instrument Rating 2		
	ATC198 C Flight Simulator Commercial 1		
	or		
	ATC195 C Flight Training Commercial Pilot 2		
	ATC232 C Instrument Rating 3		
	ATC240 C Commercial Pilot Seminar 3		
	ATC256 C Crew Resource Management 3		
	Electives: To complete all major course requirements, students must complete 1 to 4 elective units from the list below (if not already taken as a required course) for a total of 35 units.		
	ATC189 C Flight Training Device - Introduction 0.5		
	ATC190 C Flight Training-Private Pilot 2		
	ATC193 C Flight Training-Flight Instructor 1 - 5		
	ATC194 C Flight Training Instrument Rating 2		
	ATC195 C Flight Training Commercial Pilot 2		
	ATC196 C Flight Simulator Private Pilot 1		
	ATC197 C Flight Simulator Instrument 1		
	ATC198 C Flight Simulator Commercial 1		
	ATC199 C Flight Simulator Instructor 1		
	ATC212 C Airline/Aviation Management 3		
	ATC244 C Aviation Instructor 3		
	ATC250 C Turbine Simulator Observation 0.5		
	ATC255 C Turbine Simulator Orientation 0.5		
ATC295 C Aviation/Travel Internship 3			
ATC298 C Aviation/Travel Seminar 0.5 - 12			
ATC299 C Independent Study 0.5 - 2			
Total Units 35			

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Dental Hygiene	<p>ASSOCIATE IN SCIENCE DEGREE DENTAL HYGIENE</p> <p>SEMESTER 1</p> <table border="1"> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>DH101 C</td> <td>Dental Anatomy and Morphology</td> <td>2</td> </tr> <tr> <td>DH104 C</td> <td>Oral Health Assessment</td> <td>3</td> </tr> <tr> <td>DH106 C</td> <td>Radiology Technician - Hygienists</td> <td>3</td> </tr> <tr> <td>DH109 C</td> <td>Pre-Clinical Dental Hygiene</td> <td>5</td> </tr> <tr> <td>DH205 C</td> <td>Oral Embryology and Histology</td> <td>2</td> </tr> </table> <p>SEMESTER 2</p> <table border="1"> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>DH110 C</td> <td>Clinical Dental Hygiene</td> <td>6</td> </tr> <tr> <td>DH113 C</td> <td>General and Oral Pathology</td> <td>2</td> </tr> <tr> <td>DH116 C</td> <td>Dental Materials - Hygienists</td> <td>3</td> </tr> <tr> <td>DH125 C</td> <td>Perio Pathology and Therapy</td> <td>2</td> </tr> <tr> <td>DH212 C</td> <td>Head and Neck Anatomy</td> <td>2</td> </tr> </table> <p>SEMESTER 3</p> <table border="1"> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>DH220 C</td> <td>Clinical Dental Hygiene</td> <td>6.5</td> </tr> <tr> <td>DH240 C</td> <td>Community Oral Health I</td> <td>2</td> </tr> <tr> <td>DH250 C</td> <td>Pharmacology</td> <td>2</td> </tr> <tr> <td>DH255 C</td> <td>Dental Anesthesiology</td> <td>3</td> </tr> <tr> <td>DH260 C</td> <td>Dental Care for Special Needs</td> <td>2</td> </tr> </table> <p>SEMESTER 4</p> <table border="1"> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>DH221 C</td> <td>Clinical Dental Hygiene</td> <td>6.5</td> </tr> <tr> <td>DH230 C</td> <td>Dental Specialties</td> <td>2</td> </tr> <tr> <td>DH241 C</td> <td>Community Oral Health II</td> <td>2</td> </tr> <tr> <td>DH245 C</td> <td>Dental Jurisprudence</td> <td>2</td> </tr> <tr> <td>DH248 C</td> <td>Medical/Dental Emergencies</td> <td>1</td> </tr> <tr> <td colspan="2">* Additional Recommended Course Work (not required) DH 275 C, DH 276 C, DH 299 C</td> <td></td> </tr> <tr> <td colspan="2">Total Units</td> <td>59</td> </tr> </table>			Units	DH101 C	Dental Anatomy and Morphology	2	DH104 C	Oral Health Assessment	3	DH106 C	Radiology Technician - Hygienists	3	DH109 C	Pre-Clinical Dental Hygiene	5	DH205 C	Oral Embryology and Histology	2			Units	DH110 C	Clinical Dental Hygiene	6	DH113 C	General and Oral Pathology	2	DH116 C	Dental Materials - Hygienists	3	DH125 C	Perio Pathology and Therapy	2	DH212 C	Head and Neck Anatomy	2			Units	DH220 C	Clinical Dental Hygiene	6.5	DH240 C	Community Oral Health I	2	DH250 C	Pharmacology	2	DH255 C	Dental Anesthesiology	3	DH260 C	Dental Care for Special Needs	2			Units	DH221 C	Clinical Dental Hygiene	6.5	DH230 C	Dental Specialties	2	DH241 C	Community Oral Health II	2	DH245 C	Dental Jurisprudence	2	DH248 C	Medical/Dental Emergencies	1	* Additional Recommended Course Work (not required) DH 275 C, DH 276 C, DH 299 C			Total Units		59	2019 Fall	<p>DH 116 C from 2 to 3 units</p> <p>DH 205 C from 3 to 2 units</p> <p>DH 221 C from 6 to 6.5 units</p> <p>Total units from 58.5 to 59</p>
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REVISED DEGREES/CERTIFICATES

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English	<p>Associate in Arts Degree in English for Transfer (AA-T) REQUIRED CORE: Literature and Critical Thinking (7 units) Choose two courses.</p> <table border="1"> <tr> <td></td> <td></td> <td align="right">Units</td> </tr> <tr> <td>ENGL102 C</td> <td>Introduction to Literature</td> <td align="right">3</td> </tr> <tr> <td></td> <td align="center">or</td> <td></td> </tr> <tr> <td>ENGL 102HC</td> <td>Honors Introduction to Literature</td> <td align="right">3</td> </tr> <tr> <td></td> <td align="center">and</td> <td></td> </tr> <tr> <td>ENGL103 C</td> <td>Critical Reasoning and Writing</td> <td align="right">4</td> </tr> <tr> <td></td> <td align="center">or</td> <td></td> </tr> <tr> <td>ENGL103HC</td> <td>Honors Critical Reasoning and Writing</td> <td align="right">4</td> </tr> <tr> <td></td> <td align="center">or</td> <td></td> </tr> <tr> <td>ENGL104 C</td> <td>Critical Analysis and Literature</td> <td align="right">4</td> </tr> <tr> <td></td> <td align="center">or</td> <td></td> </tr> <tr> <td>ENGL104HC</td> <td>Honors Critical Analysis and Literature</td> <td align="right">4</td> </tr> </table> <p>LIST A: British and/or American Literature (6 units) Choose two courses.</p> <table border="1"> <tr> <td></td> <td></td> <td align="right">Units</td> </tr> <tr> <td>ENGL211 C</td> <td>English Literature to 1760</td> <td align="right">3</td> </tr> <tr> <td>ENGL212 C</td> <td>English Literature Since 1760</td> <td align="right">3</td> </tr> <tr> <td>ENGL221 C</td> <td>American Literature to 1865</td> <td align="right">3</td> </tr> <tr> <td>ENGL222 C</td> <td>American Literature Since 1865</td> <td align="right">3</td> </tr> </table> <p>LIST B: Multicultural Literature (3 units) Choose one course.</p> <table border="1"> <tr> <td></td> <td></td> <td align="right">Units</td> </tr> <tr> <td>ENGL208 C</td> <td>Asian American Literature</td> <td align="right">3</td> </tr> <tr> <td>ENGL247 C</td> <td>Multicultural Literature</td> <td align="right">3</td> </tr> <tr> <td>ENGL255 C</td> <td>African-American Literature I</td> <td align="right">3</td> </tr> <tr> <td>ENGL256 C</td> <td>African-American Literature II</td> <td align="right">3</td> </tr> <tr> <td>ENGL260 C</td> <td>Survey of Arabic Literature</td> <td align="right">3</td> </tr> </table> <p>LIST C: Electives (6 units) Choose two courses from this list or any class(es) not already taken in the Required Core, List A, or List B.</p> <table border="1"> <tr> <td>ENGL105 C</td> <td>Introduction to Creative Writing</td> <td align="right">3</td> </tr> <tr> <td>ENGL110 C</td> <td>Humanities: Ancient and Medieval</td> <td align="right">3</td> </tr> <tr> <td></td> <td align="center">or</td> <td></td> </tr> <tr> <td>INDS100 C</td> <td>Humanities: Ancient and Medieval</td> <td align="right">3</td> </tr> <tr> <td>ENGL111 C</td> <td>Humanities: Renaissance-Present</td> <td align="right">3</td> </tr> <tr> <td></td> <td align="center">or</td> <td></td> </tr> <tr> <td>INDS101 C</td> <td>Humanities: Renaissance-Present</td> <td align="right">3</td> </tr> <tr> <td>ENGL125 C</td> <td>The Film</td> <td align="right">3</td> </tr> <tr> <td></td> <td align="center">or</td> <td></td> </tr> <tr> <td>ENGL125HC</td> <td>Honors Film</td> <td align="right">3</td> </tr> </table>			Units	ENGL102 C	Introduction to Literature	3		or		ENGL 102HC	Honors Introduction to Literature	3		and		ENGL103 C	Critical Reasoning and Writing	4		or		ENGL103HC	Honors Critical Reasoning and Writing	4		or		ENGL104 C	Critical Analysis and Literature	4		or		ENGL104HC	Honors Critical Analysis and Literature	4			Units	ENGL211 C	English Literature to 1760	3	ENGL212 C	English Literature Since 1760	3	ENGL221 C	American Literature to 1865	3	ENGL222 C	American Literature Since 1865	3			Units	ENGL208 C	Asian American Literature	3	ENGL247 C	Multicultural Literature	3	ENGL255 C	African-American Literature I	3	ENGL256 C	African-American Literature II	3	ENGL260 C	Survey of Arabic Literature	3	ENGL105 C	Introduction to Creative Writing	3	ENGL110 C	Humanities: Ancient and Medieval	3		or		INDS100 C	Humanities: Ancient and Medieval	3	ENGL111 C	Humanities: Renaissance-Present	3		or		INDS101 C	Humanities: Renaissance-Present	3	ENGL125 C	The Film	3		or		ENGL125HC	Honors Film	3	2019 Fall	Revision of course titles for ENGL 105 and ENGL 126, addition of new courses, deletion of several courses from other disciplines, revision of categories and total unit requirements. Total units from 19-21 to 22
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ENGL126 C	Introduction to Screenwriting	3
ENGL127 C	Introduction to Poetry Writing	3
ENGL128 C	Introduction to Short Story Writing	3
ENGL130 C	Introduction to Creative Nonfiction Writing	3
ENGL135 C	Grammar and Usage	3
ENGL225 C	Literary Journal Publication	3
ENGL234 C	Shakespeare	3
	or	
ENGL234HC	Honors Shakespeare	3
ENGL239 C	Survey-Children's Literature	3
ENGL243 C	Mythology	3
ENGL248 C	Science Fiction	3
Total Units		22

REVISED DEGREES/CERTIFICATES

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Kinesiology	<p>ASSOCIATE IN ARTS DEGREE KINESIOLOGY Required courses are listed in suggested sequence:</p> <table border="1"> <tr> <td></td> <td></td> <td align="right">Units</td> </tr> <tr> <td>BIOL101 C</td> <td>General Biology</td> <td align="right">4</td> </tr> <tr> <td></td> <td align="center">or</td> <td></td> </tr> <tr> <td>BIOL101HC</td> <td>Honors General Biology</td> <td align="right">4</td> </tr> <tr> <td></td> <td align="center">or</td> <td></td> </tr> <tr> <td>BIOL102 C</td> <td>Human Biology</td> <td align="right">3</td> </tr> <tr> <td></td> <td align="center">or</td> <td></td> </tr> <tr> <td>BIOL160 C</td> <td>Integrated Medical Science</td> <td align="right">3</td> </tr> <tr> <td></td> <td align="center">or</td> <td></td> </tr> <tr> <td>BIOL210 C</td> <td>Anatomy and Physiology</td> <td align="right">5</td> </tr> <tr> <td></td> <td align="center">or</td> <td></td> </tr> <tr> <td>BIOL231 C</td> <td>General Human Anatomy</td> <td align="right">4</td> </tr> <tr> <td>KIN230 C</td> <td>Introduction to Kinesiology</td> <td align="right">3</td> </tr> <tr> <td colspan="2">Choose at least 3 units from Kinesiology activity courses KIN 100 – KIN 222</td> <td align="right">3</td> </tr> <tr> <td colspan="3">Electives: Choose 9-10 units</td> </tr> <tr> <td></td> <td></td> <td align="right">Units</td> </tr> <tr> <td>KIN231 C</td> <td>Elementary School Movement-Kinesiology</td> <td align="right">3</td> </tr> <tr> <td>KIN235 C</td> <td>First Aid, CPR and Emergencies</td> <td align="right">3</td> </tr> <tr> <td>KIN236 C</td> <td>Athletic Injuries-Prevention and Care</td> <td align="right">3</td> </tr> <tr> <td>KIN240 C</td> <td>Sports Officiating</td> <td align="right">3</td> </tr> <tr> <td>KIN241 C</td> <td>Theory of Coaching Basketball</td> <td align="right">3</td> </tr> <tr> <td>KIN242 C</td> <td>Theory of Coaching Baseball</td> <td align="right">3</td> </tr> <tr> <td>KIN244 C</td> <td>Human Performance</td> <td align="right">3</td> </tr> <tr> <td>KIN247 C</td> <td>Sports Management</td> <td align="right">3</td> </tr> <tr> <td>KIN248 C</td> <td>Psychology of Sport</td> <td align="right">3</td> </tr> <tr> <td>KIN249 C</td> <td>Sport and United States Society</td> <td align="right">3</td> </tr> <tr> <td>KIN270 C</td> <td>Nutrition Science and Application</td> <td align="right">3</td> </tr> <tr> <td>KIN271 C</td> <td>Movement Anatomy</td> <td align="right">3</td> </tr> <tr> <td>KIN272 C</td> <td>Strength and Conditioning</td> <td align="right">3</td> </tr> <tr> <td>KIN273 C</td> <td>Exercise Physiology</td> <td align="right">3</td> </tr> <tr> <td>KIN274 C</td> <td>Exercise Testing and Prescription</td> <td align="right">3</td> </tr> <tr> <td>KIN284 C</td> <td>Contemporary Personal Health</td> <td align="right">3</td> </tr> <tr> <td>REC100 C</td> <td>Foundations of Recreation and Leisure Services</td> <td align="right">3</td> </tr> <tr> <td></td> <td align="center">or</td> <td></td> </tr> <tr> <td>REC101 C</td> <td>Principles of Community Recreation</td> <td align="right">3</td> </tr> <tr> <td>REC102 C</td> <td>Recreation Leadership and Diverse Groups</td> <td align="right">3</td> </tr> <tr> <td>BIOL241 C</td> <td>General Human Physiology</td> <td align="right">4</td> </tr> <tr> <td colspan="2">Total Units</td> <td align="right">18 - 21</td> </tr> </table>			Units	BIOL101 C	General Biology	4		or		BIOL101HC	Honors General Biology	4		or		BIOL102 C	Human Biology	3		or		BIOL160 C	Integrated Medical Science	3		or		BIOL210 C	Anatomy and Physiology	5		or		BIOL231 C	General Human Anatomy	4	KIN230 C	Introduction to Kinesiology	3	Choose at least 3 units from Kinesiology activity courses KIN 100 – KIN 222		3	Electives: Choose 9-10 units					Units	KIN231 C	Elementary School Movement-Kinesiology	3	KIN235 C	First Aid, CPR and Emergencies	3	KIN236 C	Athletic Injuries-Prevention and Care	3	KIN240 C	Sports Officiating	3	KIN241 C	Theory of Coaching Basketball	3	KIN242 C	Theory of Coaching Baseball	3	KIN244 C	Human Performance	3	KIN247 C	Sports Management	3	KIN248 C	Psychology of Sport	3	KIN249 C	Sport and United States Society	3	KIN270 C	Nutrition Science and Application	3	KIN271 C	Movement Anatomy	3	KIN272 C	Strength and Conditioning	3	KIN273 C	Exercise Physiology	3	KIN274 C	Exercise Testing and Prescription	3	KIN284 C	Contemporary Personal Health	3	REC100 C	Foundations of Recreation and Leisure Services	3		or		REC101 C	Principles of Community Recreation	3	REC102 C	Recreation Leadership and Diverse Groups	3	BIOL241 C	General Human Physiology	4	Total Units		18 - 21	2019 Fall	Required courses KIN 284 C, KIN 244 C, KIN 235 C, KIN 249 C moved to electives Verbiage change from Physical Education to Kinesiology regarding 3 units of activity courses Electives category changed from 3-4 units to 9-10 units HRC 100 C removed REC 100 C (or) and REC 102 C added to electives No Total unit change
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KIN137 C	Mountaineering and Rock Climbing	0.5 - 1																																																																																																													
KIN138 C	Body Sculpt	0.5 - 1																																																																																																													
KIN139 C	Cardio Blast	0.5 - 1																																																																																																													
KIN140 C	Fitness Training	0.5 - 1																																																																																																													
KIN142 C	Power Training	0.5 - 1																																																																																																													
KIN143 C	Strength Training	0.5 - 1																																																																																																													

KIN144 C	HIIT- High Intensity Interval Training	0.5 - 1
KIN145 C	Boot Camp Workout	0.5 - 1
KIN146 C	Cardio Core	0.5 - 1
KIN147 C	Body Building and Development	0.5 - 1
KIN148 C	Total Body Fitness	0.5 - 1
KIN149 C	Weight Training and Lifting	0.5 - 1
KIN150 C	Trail Hiking	0.5 - 1
KIN151 C	Spinning-Beginning	0.5 - 1
KIN152 C	Spinning-Intermediate	0.5 - 1
KIN153 C	Spinning-Advanced	0.5 - 1
KIN198 C	Athletic Weight Training	0.5 - 3
KIN199 C	Conditioning for Athletes	0.5 - 3
Individual Sports		
		Units
KIN160 C	Badminton	0.5 - 1
KIN163 C	Table Tennis	0.5 - 1
KIN164 C	Bowling - Beginning	0.5 - 1
KIN165 C	Bowling - Intermediate	0.5 - 1
KIN166 C	Bowling - Advanced	0.5 - 1
KIN167 C	Gymnastics-Tumbling	0.5 - 1
KIN168 C	Tennis - Beginning	0.5 - 1
KIN169 C	Tennis-Intermediate	0.5 - 1
KIN170 C	Tennis-Advanced	0.5 - 1
KIN171 C	Golf-Beginning	0.5 - 1
KIN172 C	Golf-Intermediate	0.5 - 1
KIN173 C	Golf-Advanced	0.5 - 1
KIN174 C	Pickleball-Beginning	0.5 - 1
KIN175 C	Pickleball-Intermediate	0.5 - 1
KIN176 C	Pickleball-Advanced	0.5 - 1
Team Sports		
		Units
KIN180 C	Futsal-Beginning	0.5 - 1
KIN181 C	Futsal-Intermediate	0.5 - 1
KIN182 C	Futsal-Advanced	0.5 - 1
KIN183 C	Volleyball - Beginning	0.5 - 1
KIN184 C	Volleyball - Intermediate	0.5 - 1
KIN185 C	Volleyball - Advanced	0.5 - 1
KIN186 C	Beach Volleyball - Beginning	0.5 - 1
KIN187 C	Beach Volleyball - Intermediate	0.5 - 1
KIN188 C	Beach Volleyball - Advanced	0.5 - 1
KIN189 C	Basketball - Beginning	0.5 - 1
KIN190 C	Basketball - Intermediate	0.5 - 1
KIN191 C	Basketball - Advanced	0.5 - 1
KIN192 C	Water Polo	0.5 - 1

KIN193 C	Soccer	0.5 - 1
KIN194 C	Softball	0.5 - 1
KIN195 C	Baseball	0.5 - 1
KIN197 C	Flag Football	0.5 - 1
List A: Select two courses (7-9 units) from the following:		
		Units
MATH120 C	Introduction to Probability and Statistics	4
	or	
PSY161 C	Probability and Statistics-Social Sciences	4
	or	
PSY161HC	Honors Probability and Statistics-Social Sciences	4
	or	
SOC161 C	Probability and Statistics-Social Sciences	4
	or	
SOC161HC	Honors Probability and Statistics-Social Sciences	4
CHEM101 C	Chemistry for Health Science Majors I	4
	or	
CHEM107 C	Preparation for General Chemistry	5
	or	
CHEM111AC	General Chemistry I	5
PHYS201 C	College Physics I	4
KIN235 C	First Aid, CPR and Emergencies	3
Total Units		21 - 23

REVISED DEGREES/CERTIFICATES

DEGREE		EFF DATE	JUSTIFICATION																																																												
Media Arts Design	<p>GRAPHIC DESIGN CERTIFICATE Required courses are listed in suggested sequence:</p> <table border="1"> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>MAD122 C</td> <td>History of Graphic Design</td> <td>3</td> </tr> <tr> <td>MAD100 C</td> <td>Introduction to Media Arts Design-Mac</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>MAD101 C</td> <td>Introduction to Media Arts Design-Win</td> <td>3</td> </tr> <tr> <td>MAD116 C</td> <td>Graphic Design I</td> <td>3</td> </tr> <tr> <td>MAD102 C</td> <td>Introduction to WEB Design</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>MAD103 C</td> <td>Exploring WEB Design</td> <td>3</td> </tr> <tr> <td>MAD112 C</td> <td>Electronic Illustration-Mac</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>MAD113 C</td> <td>Electronic Illustration-Win</td> <td>3</td> </tr> <tr> <td>MAD134 C</td> <td>Digital Imaging-Mac</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>MAD135 C</td> <td>Digital Imaging-Win</td> <td>3</td> </tr> <tr> <td colspan="3">Electives Select a minimum of 3 units from the elective courses listed below</td> </tr> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>ART120 C</td> <td>Two-Dimensional Design</td> <td>3</td> </tr> <tr> <td>MM105 C</td> <td>Introduction to Media Aesthetics</td> <td>3</td> </tr> <tr> <td>Total Units</td> <td></td> <td>21</td> </tr> </table>			Units	MAD122 C	History of Graphic Design	3	MAD100 C	Introduction to Media Arts Design-Mac	3		or		MAD101 C	Introduction to Media Arts Design-Win	3	MAD116 C	Graphic Design I	3	MAD102 C	Introduction to WEB Design	3		or		MAD103 C	Exploring WEB Design	3	MAD112 C	Electronic Illustration-Mac	3		or		MAD113 C	Electronic Illustration-Win	3	MAD134 C	Digital Imaging-Mac	3		or		MAD135 C	Digital Imaging-Win	3	Electives Select a minimum of 3 units from the elective courses listed below					Units	ART120 C	Two-Dimensional Design	3	MM105 C	Introduction to Media Aesthetics	3	Total Units		21	2019 Fall	<p>Updating the certificate by taking out courses that are no longer necessary in achieving proficiency in the area of graphic design. Changing the title from Computer Graphics to clearly describe the purpose of the certificate.</p> <p>Removed ART 182 C, ART 185 C, ART 194 C, ART 244 C, MAD 132 C, MAD 133 C, MAD 114 C, MAD 115 C, MAD 116 C</p> <p>Added MAD 122 C, MAD 116 C, MM 105 C</p> <p>Title changes on MAD 102 C, MAD 103 C</p> <p>Total units from 30 to 21</p>
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Mortuary Science	<p>Bachelor in Science Degree in Funeral Service</p> <p>Prerequisite - Associate Degree from ABFSE-Accredited Funeral Service/Mortuary Science Program (41-50 units in the major)</p> <table border="1"> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>Acceptance into Baccalaureate degree pilot program</td> <td></td> <td></td> </tr> <tr> <td></td> <td>and</td> <td></td> </tr> <tr> <td>Embalmer License</td> <td></td> <td></td> </tr> <tr> <td></td> <td>and</td> <td></td> </tr> <tr> <td>Funeral Director License</td> <td></td> <td></td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>Funeral Service Practitioner certification</td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </table> <p>Required upper division major courses (32 units) of which 12 units will be from MORT 497 C and MORT 498 C</p> <table border="1"> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>MORT402 C</td> <td>Funeral Service Standards of Practice</td> <td>3</td> </tr> <tr> <td>MORT430 C</td> <td>Cemetery and Crematory Operations</td> <td>3</td> </tr> <tr> <td>MORT450 C</td> <td>Issues and Trends in Funeral Service</td> <td>3</td> </tr> <tr> <td>MORT482 C</td> <td>Clinical Embalming Externship</td> <td>4</td> </tr> <tr> <td>MORT492 C</td> <td>Funeral Service Externship</td> <td>4</td> </tr> <tr> <td>MORT495 C</td> <td>Mortuary Jurisprudence</td> <td>3</td> </tr> <tr> <td>MORT 497 C and MORT 498 C (12 units total)</td> <td></td> <td></td> </tr> <tr> <td>Upper division general education courses (9 units minimum)</td> <td></td> <td>Units</td> </tr> <tr> <td>ANTH308 C</td> <td>Anthropology of Death for Mortuary Science</td> <td>3</td> </tr> <tr> <td>COMM340 C</td> <td>Communication for Health Services</td> <td>3</td> </tr> <tr> <td>ENGL310 C</td> <td>Advanced Writing in the Health Sciences</td> <td>4</td> </tr> <tr> <td>HS361 C</td> <td>Dying/Death and Grief/Mourning</td> <td>3</td> </tr> <tr> <td>PHIL400 C</td> <td>Business Ethics</td> <td>3</td> </tr> </table> <p>Students can take any upper division general education courses. One needs to emphasize communication, computation, or composition.</p> <table border="1"> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td>Total Units</td> <td></td> <td>41-42</td> </tr> </table>			Units	Acceptance into Baccalaureate degree pilot program				and		Embalmer License				and		Funeral Director License				or		Funeral Service Practitioner certification								Units	MORT402 C	Funeral Service Standards of Practice	3	MORT430 C	Cemetery and Crematory Operations	3	MORT450 C	Issues and Trends in Funeral Service	3	MORT482 C	Clinical Embalming Externship	4	MORT492 C	Funeral Service Externship	4	MORT495 C	Mortuary Jurisprudence	3	MORT 497 C and MORT 498 C (12 units total)			Upper division general education courses (9 units minimum)		Units	ANTH308 C	Anthropology of Death for Mortuary Science	3	COMM340 C	Communication for Health Services	3	ENGL310 C	Advanced Writing in the Health Sciences	4	HS361 C	Dying/Death and Grief/Mourning	3	PHIL400 C	Business Ethics	3				Total Units		41-42	2019 Fall	Title change on COMM 340 C No total unit change
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HS361 C	Dying/Death and Grief/Mourning	3																																																																												
PHIL400 C	Business Ethics	3																																																																												
Total Units		41-42																																																																												

REVISED DEGREES/CERTIFICATES

DEGREE		EFF DATE	JUSTIFICATION	
Multimedia	MULTIMEDIA ART CERTIFICATE	2019	Title changes on MAD	
	Required courses are listed in suggested sequence:	Fall	102 C and MAD 103 C	
			Units	
	MM100 C	Introduction to Electronic Media	3	No total unit change
	JOUR 130 C	Visual Communication	3	
	PHOT 101 C	Introduction to Photography	3	
	ART 120 C	Two-Dimensional Design	3	
	MUS 178 C	Digital Music Technology	3	
	MAD 100 C	Introduction to Media Arts Design-Mac	3	
		or		
	MAD101 C	Introduction to Media Arts Design-Win	3	
		or		
	MAD102 C	Introduction to WEB Design	3	
		or		
	MAD103 C	Exploring WEB Design	3	
	MAD134 C	Digital Imaging-Mac	3	
		or		
	MAD135 C	Digital Imaging-Win	3	
	MAD 162 C	Multimedia Web Design-Mac	3	
		or		
	MAD 163 C	Multimedia Web Design-Mac	3	
	MAD 164 C	Adobe Flash Designer-Mac	3	
	or			
MAD 165 C	Adobe Flash Designer-Win	3		
Total Units		27		

REVISED DEGREES/CERTIFICATES

DEGREE		EFF DATE	JUSTIFICATION																																																												
Music	<p>Associate in Arts in Music for Transfer Required core courses (24 units)</p> <table border="1"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>MUS103 C</td> <td>Theory I</td> <td>3</td> </tr> <tr> <td>MUS104 C</td> <td>Musicianship I</td> <td>1</td> </tr> <tr> <td>MUS105 C</td> <td>Theory II</td> <td>3</td> </tr> <tr> <td>MUS106 C</td> <td>Musicianship II</td> <td>1</td> </tr> <tr> <td>MUS203 C</td> <td>Theory III</td> <td>3</td> </tr> <tr> <td>MUS204 C</td> <td>Musicianship III</td> <td>1</td> </tr> <tr> <td>MUS205 C</td> <td>Theory IV</td> <td>3</td> </tr> <tr> <td>MUS206 C</td> <td>Musicianship IV</td> <td>1</td> </tr> <tr> <td>MUS225 C</td> <td>Applied Music</td> <td>1</td> </tr> </tbody> </table> <p>Students must enroll 4 times, once each semester in MUS 225 C</p> <p>Students will be required to participate in an Ensemble each semester for 4 semesters.</p> <table border="1"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>MUS175 C</td> <td>Swing Band</td> <td>1</td> </tr> <tr> <td>MUS273 C</td> <td>Concert Band</td> <td>1</td> </tr> <tr> <td>MUS276 C</td> <td>Jazz Band</td> <td>1</td> </tr> <tr> <td>MUS280 C</td> <td>Jazz/Musical Theater Choir</td> <td>1</td> </tr> <tr> <td>MUS282 C</td> <td>Cypress Masterworks Chorale</td> <td>1</td> </tr> <tr> <td>MUS283 C</td> <td>Cypress Singers</td> <td>1</td> </tr> <tr> <td>MUS285 C</td> <td>Chamber Singers</td> <td>1</td> </tr> <tr> <td>MUS287 C</td> <td>Vocal Jazz Ensemble</td> <td>1</td> </tr> <tr> <td colspan="2">Total Units</td> <td>24</td> </tr> </tbody> </table>			Units	MUS103 C	Theory I	3	MUS104 C	Musicianship I	1	MUS105 C	Theory II	3	MUS106 C	Musicianship II	1	MUS203 C	Theory III	3	MUS204 C	Musicianship III	1	MUS205 C	Theory IV	3	MUS206 C	Musicianship IV	1	MUS225 C	Applied Music	1			Units	MUS175 C	Swing Band	1	MUS273 C	Concert Band	1	MUS276 C	Jazz Band	1	MUS280 C	Jazz/Musical Theater Choir	1	MUS282 C	Cypress Masterworks Chorale	1	MUS283 C	Cypress Singers	1	MUS285 C	Chamber Singers	1	MUS287 C	Vocal Jazz Ensemble	1	Total Units		24	2019 Fall	Removing MUS 274 C No total unit change
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REVISED DEGREES/CERTIFICATES

DEGREE		EFF DATE	JUSTIFICATION																																																																														
Photography	<p>ASSOCIATE IN ARTS DEGREE PHOTOGRAPHY</p> <p>Required courses are listed in suggested sequence:</p> <table border="1" data-bbox="350 369 1060 957"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr><td>PHOT101 C</td><td>Introduction to Photography</td><td>3</td></tr> <tr><td>PHOT103 C</td><td>Intermediate Photography</td><td>3</td></tr> <tr><td>PHOT104 C</td><td>Wedding and Event Photography</td><td>3</td></tr> <tr><td>PHOT109 C</td><td>Portrait Photography</td><td>3</td></tr> <tr><td>PHOT200 C</td><td>Conceptual Photography</td><td>3</td></tr> <tr><td>PHOT201 C</td><td>Introduction to Professional Photo</td><td>3</td></tr> <tr><td>PHOT202 C</td><td>Contemporary Photography</td><td>3</td></tr> <tr><td>PHOT203 C</td><td>Studio Lighting Techniques</td><td>3</td></tr> <tr><td>PHOT204 C</td><td>History of Photography</td><td>3</td></tr> <tr><td>PHOT209 C</td><td>Careers in Photography</td><td>3</td></tr> <tr><td>PHOT215 C</td><td>Digital Photography</td><td>3</td></tr> <tr><td>PHOT216 C</td><td>Advanced Digital Photography</td><td>3</td></tr> <tr><td>PHOT219 C</td><td>Editorial Photography</td><td>3</td></tr> <tr><td>PHOT227 C</td><td>Retouching and Digital Workflow</td><td>3</td></tr> </tbody> </table> <p>Electives: must complete a total of three (3) units from the courses listed below.</p> <table border="1" data-bbox="350 999 1060 1461"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr><td>PHOT106 C</td><td>Advanced Wedding Photography</td><td>3</td></tr> <tr><td>PHOT110 C</td><td>About Faces: Portraiture</td><td>3</td></tr> <tr><td>PHOT118 C</td><td>Available Light Photography</td><td>3</td></tr> <tr><td>PHOT148 C</td><td>Photo Laboratory Studies I</td><td>0.5 - 1</td></tr> <tr><td>PHOT149 C</td><td>Photo Laboratory Studies II</td><td>0.5 - 1</td></tr> <tr><td>PHOT150 C</td><td>Photo Laboratory Studies III</td><td>0.5 - 1</td></tr> <tr><td>PHOT206 C</td><td>Studio Practices</td><td>3</td></tr> <tr><td>PHOT230 C</td><td>Advanced Retouching and Digital Workflow</td><td>3</td></tr> <tr><td>PHOT277 C</td><td>Food Photography</td><td>3</td></tr> <tr><td colspan="2">Total Units</td><td>45</td></tr> </tbody> </table>			Units	PHOT101 C	Introduction to Photography	3	PHOT103 C	Intermediate Photography	3	PHOT104 C	Wedding and Event Photography	3	PHOT109 C	Portrait Photography	3	PHOT200 C	Conceptual Photography	3	PHOT201 C	Introduction to Professional Photo	3	PHOT202 C	Contemporary Photography	3	PHOT203 C	Studio Lighting Techniques	3	PHOT204 C	History of Photography	3	PHOT209 C	Careers in Photography	3	PHOT215 C	Digital Photography	3	PHOT216 C	Advanced Digital Photography	3	PHOT219 C	Editorial Photography	3	PHOT227 C	Retouching and Digital Workflow	3			Units	PHOT106 C	Advanced Wedding Photography	3	PHOT110 C	About Faces: Portraiture	3	PHOT118 C	Available Light Photography	3	PHOT148 C	Photo Laboratory Studies I	0.5 - 1	PHOT149 C	Photo Laboratory Studies II	0.5 - 1	PHOT150 C	Photo Laboratory Studies III	0.5 - 1	PHOT206 C	Studio Practices	3	PHOT230 C	Advanced Retouching and Digital Workflow	3	PHOT277 C	Food Photography	3	Total Units		45	2019 Fall	<p>Add new courses PHOT 148 C, PHOT 149 C, PHOT 150 C</p> <p>No total unit change</p>
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REVISED DEGREES/CERTIFICATES

DEGREE		EFF DATE	JUSTIFICATION																																																																														
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REVISED DEGREES/CERTIFICATES

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Theater Arts	<p>Associate in Arts Degree Theater Arts Performance</p> <p>Six (6) units from the following Theater courses required. Required courses are listed in suggested sequence:</p> <table border="1"> <tr> <td></td> <td></td> <td align="right">Units</td> </tr> <tr> <td>THEA100 C</td> <td>Introduction to the Theater</td> <td align="right">3</td> </tr> <tr> <td>THEA102 C</td> <td>World Theater History I</td> <td align="right">3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>THEA107 C</td> <td>Diversity in American Theater</td> <td align="right">3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>THEA107HC</td> <td>Honors Diversity in American Theater</td> <td align="right">3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>THEA101 C</td> <td>Play Analysis</td> <td align="right">3</td> </tr> </table> <p>Select eleven to twelve (11-12) units from the following technique classes according to emphasis.</p> <table border="1"> <tr> <td></td> <td></td> <td align="right">Units</td> </tr> <tr> <td>THEA120 C</td> <td>Acting I</td> <td align="right">3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>THEA126 C</td> <td>Musical Theater Techniques I</td> <td align="right">3</td> </tr> <tr> <td>THEA121 C</td> <td>Dynamic Movement for the Stage</td> <td align="right">2</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>THEA129 C</td> <td>Voice and Diction</td> <td align="right">3</td> </tr> <tr> <td>THEA124 C</td> <td>Acting II</td> <td align="right">3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>THEA127 C</td> <td>Musical Theater Techniques II</td> <td align="right">3</td> </tr> <tr> <td>THEA125 C</td> <td>Acting III</td> <td align="right">3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>THEA226 C</td> <td>Musical Theater Techniques III</td> <td align="right">3</td> </tr> </table> <p>Select three (3) units from the following design classes:</p> <table border="1"> <tr> <td></td> <td></td> <td align="right">Units</td> </tr> <tr> <td>THEA140 C</td> <td>Introduction to Theater Design</td> <td align="right">3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>THEA143 C</td> <td>Stagecraft</td> <td align="right">3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>THEA144 C</td> <td>Lighting Design Fundamentals</td> <td align="right">3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>THEA145 C</td> <td>Fundamentals of Costume Design</td> <td align="right">3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>THEA147 C</td> <td>Stage Makeup</td> <td align="right">3</td> </tr> </table> <p>Select 2-3 units from the following categories of theater classes according to emphasis.</p> <p>Recommended for all theater arts students:</p> <table border="1"> <tr> <td></td> <td></td> <td align="right">Units</td> </tr> <tr> <td>THEA107 C</td> <td>Diversity in American Theater</td> <td align="right">3</td> </tr> </table>			Units	THEA100 C	Introduction to the Theater	3	THEA102 C	World Theater History I	3		or		THEA107 C	Diversity in American Theater	3		or		THEA107HC	Honors Diversity in American Theater	3		or		THEA101 C	Play Analysis	3			Units	THEA120 C	Acting I	3		or		THEA126 C	Musical Theater Techniques I	3	THEA121 C	Dynamic Movement for the Stage	2		or		THEA129 C	Voice and Diction	3	THEA124 C	Acting II	3		or		THEA127 C	Musical Theater Techniques II	3	THEA125 C	Acting III	3		or		THEA226 C	Musical Theater Techniques III	3			Units	THEA140 C	Introduction to Theater Design	3		or		THEA143 C	Stagecraft	3		or		THEA144 C	Lighting Design Fundamentals	3		or		THEA145 C	Fundamentals of Costume Design	3		or		THEA147 C	Stage Makeup	3			Units	THEA107 C	Diversity in American Theater	3	2019 Fall	<p>Revision to add THEA 137 C & THEA 138 C as electives to the degree.</p> <p>No total unit change</p>
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THEA107HC	Honors Diversity in American Theater	3
THEA102 C	World Theater History I	3
THEA108 C	Stage and Screenwriting	3
THEA225 C	Directing for the Theater	3
Recommended for acting students according to emphasis:		
		Units
THEA121 C	Dynamic Movement for the Stage	2
THEA128 C	Acting for the Camera	2
THEA129 C	Voice and Diction	3
THEA220 C	Acting IV	3
THEA227 C	Musical Theater Techniques IV	3
Recommended for performance:		Units
THEA130 C	Acting Workshop	2 - 3
THEA132 C	Musical Theater Performance I	2 - 3
THEA133 C	Rehearsal Performance I	2 - 3
THEA135 C	Musical Theater Performance II	2 - 3
THEA136 C	Rehearsal Performance II	2 - 3
THEA137 C	Summer Musical Theater Workshop I	1 - 2
THEA138 C	Summer Musical Theater Workshop II	1 - 2
THEA149 C	Stage Crew I- Running	1 - 2
THEA150 C	Stage Crew II-Production Preparation	1 - 2
THEA151 C	Stage Crew III- Costume-Makeup	1 - 2
THEA152 C	Stage Crew IV- House-Box Office	1 - 2
THEA232 C	Musical Theater Performance III	2 - 3
THEA233 C	Musical Theater Performance IV	2 - 3
THEA234 C	Rehearsal Performance III	2 - 3
THEA235 C	Experimental Theater	2
THEA236 C	Summer Theater Workshop I	1 - 2
THEA237 C	Summer Theater Workshop II	1 - 2
THEA238 C	Rehearsal Performance IV	2 - 3
Total Units		22 - 24

DELETE DEGREES/CERTIFICATES

DEGREE		EFF DATE	JUSTIFICATION																																																																																				
Media Arts Design	<p>ELECTRONIC PUBLISHING DESIGN CERTIFICATE</p> <p>Required courses are listed in suggested sequence:</p> <table border="1"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>ART120 C</td> <td>Two-Dimensional Design</td> <td>3</td> </tr> <tr> <td>ART182 C</td> <td>Beginning Drawing</td> <td>3</td> </tr> <tr> <td>MAD116 C</td> <td>Graphic Design I</td> <td>3</td> </tr> <tr> <td>MAD117 C</td> <td>Graphic Design II</td> <td>3</td> </tr> <tr> <td>MAD100 C</td> <td>Introduction to Media Arts Design-Mac</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>MAD101 C</td> <td>Introduction to Media Arts Design-Win</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>MAD102 C</td> <td>Introduction to WEB Graphics-Mac</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>MAD103 C</td> <td>Introduction to WEB Graphics-Win</td> <td>3</td> </tr> <tr> <td>MAD112 C</td> <td>Electronic Illustration-Mac</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>MAD113 C</td> <td>Electronic Illustration-Win</td> <td>3</td> </tr> <tr> <td>MAD134 C</td> <td>Digital Imaging-Mac</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>MAD135 C</td> <td>Digital Imaging-Win</td> <td>3</td> </tr> <tr> <td>MAD118 C</td> <td>Graphic Design III</td> <td>3</td> </tr> <tr> <td>ART244 C</td> <td>Illustration</td> <td>3</td> </tr> <tr> <td colspan="3">Electives</td> </tr> <tr> <td colspan="3">A minimum of 3 Units from the elective courses listed below</td> </tr> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>ART130 C</td> <td>Introduction to Printmaking</td> <td>3</td> </tr> <tr> <td>ART185 C</td> <td>Beginning Life Drawing</td> <td>3</td> </tr> <tr> <td>MAD295 C</td> <td>Media Arts Design Internship</td> <td>3</td> </tr> <tr> <td colspan="3"></td> </tr> <tr> <td colspan="2">Total Units</td> <td>30</td> </tr> </tbody> </table>			Units	ART120 C	Two-Dimensional Design	3	ART182 C	Beginning Drawing	3	MAD116 C	Graphic Design I	3	MAD117 C	Graphic Design II	3	MAD100 C	Introduction to Media Arts Design-Mac	3		or		MAD101 C	Introduction to Media Arts Design-Win	3		or		MAD102 C	Introduction to WEB Graphics-Mac	3		or		MAD103 C	Introduction to WEB Graphics-Win	3	MAD112 C	Electronic Illustration-Mac	3		or		MAD113 C	Electronic Illustration-Win	3	MAD134 C	Digital Imaging-Mac	3		or		MAD135 C	Digital Imaging-Win	3	MAD118 C	Graphic Design III	3	ART244 C	Illustration	3	Electives			A minimum of 3 Units from the elective courses listed below					Units	ART130 C	Introduction to Printmaking	3	ART185 C	Beginning Life Drawing	3	MAD295 C	Media Arts Design Internship	3				Total Units		30	2019 Fall	Due to the changing needs of emerging technology and media we are deactivating this certificate because its content and purpose has no relevance.
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NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
		Resolution	<u> </u>
DATE:	December 11, 2018	Information	<u> </u>
		Enclosure(s)	<u> X </u>
SUBJECT:	Fullerton College Curriculum Matters		

BACKGROUND: The Office of Instruction and the Curriculum Committee at Fullerton College and the District Curriculum Coordinating Committee have approved the attached summary of curriculum changes. All changes serve the mission of Fullerton College and are within the allocated budget for staff and facilities.

The Educational Master Plan has indicated that "instructional programs need to be continually reviewed as to viability and priority" and the curriculum "needs to provide state-of-the-art training in vocational programs." The assessment process, mandated by the state, provides several reasons for the proposed curricular changes: (1) to meet changing employment requirements, as per the recommendations of both the faculty and advisory committees; (2) to expand and streamline certificate programs in keeping with state mandates; (3) to provide meaningful categorization of Faculty Service Areas; (4) to provide specific courses to meet student needs; (5) to restructure programmatic curricula; and (6) to eliminate courses that either are no longer critical or that have been subsumed into other curricular offerings.

All curricula are submitted to the President's Office for review prior to submission to the District Curriculum Coordinating Committee. This agenda item is submitted by Dr. Jennifer Combs, Fullerton College Curriculum Committee Chair and Dr. José Ramón Núñez, Vice President, Instruction.

How does this relate to the five District Strategic Directions? This item responds to District Strategic Direction #1: The District will annually improve the rates of completion for degrees, certificates, diplomas, transfers, transfer-readiness requirements, and courses.

How does this relate to Board Policy: The curricula are being submitted to the Board for approval as outlined in Board Policy 4020, Program and Curriculum Development.

FUNDING SOURCE AND FINANCIAL IMPACT: Funding for all curricula comes from the campus general fund.

RECOMMENDATION: It is recommended that the Board approve the attached summary of curriculum changes for Fullerton College, to be effective Fall 2019. The curricula have been signed by the Campus Curriculum Chairperson and the College President, and have been approved by the District Curriculum Coordinating Committee.

Cherry Li-Bigg

Recommended by

Approved for Submittal

4.b.1

Item No.

Board of Trustees Agenda Attachment

December 11, 2018 | DCC approved: November 9, 2018

NEW COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ART 100 F Fundamentals of Art	Units: 3 Lecture: 3 Laboratory: 0 Prerequisites: NONE	30	Class time focuses on individualized instruction, hands-on projects and student presentation time, and group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2019 Fall	New course created to offer General Education course that combines elements of ART 110 with hands-on projects. Proposed for UC transfer, AA GE Area C1, CSU GE Area C1, IGETC Area 3A
ART 138 F History of Graphic Design	Units: 3 Lecture: 2 Laboratory: 3 Advisory: ART 140 F and DART 100 F	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds. Class is held in a computer lab where students will produce design projects based on specific vintage styles using sophisticated software.	2019 Fall	New Course. There is no current course focusing on graphic arts and design, knowledge increasingly expected by industry employers. Proposed for Distance Ed (online and hybrid).
ART 142 F User Experience (UX) Design	Units:3 Lecture:2 Laboratory:3 Advisory: ART 140 F DART 100 F or DART 102 F or	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	New course. Fullerton College currently offers no design courses in the emerging fields of User Experience (UX) and Interaction Design. Our course

NEW COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
					offerings need to keep pace with new technologies and platforms.
ART 143 F Basic Drawing for Entertainment Arts-Drawing from the Imagination	Units: 3 Lecture: 2 Laboratory: 4 Prerequisite: ART 137 F	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	New Course. Following the success of the Art 137 Basic Drawing for Entertainment Arts course, students have been requesting another course that develops their pre-visualization drawing abilities. There are a wide variety of art related drawing topics and teaching philosophies associated with Basic Drawing for Entertainment Art careers. This course has a specialized focus preparing students for the Illustration, Entertainment Arts, and Storyboarding CTE certificate programs. Proposed for Distance Ed (Hybrid and Online).

NEW COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ART 211 F Women in the Arts	Units: 3 Lecture: 3 Laboratory: 0 GE: Associate Degree General Education Requirements Area C1: Arts and Humanities - Visual Arts, Music, Theatre and Dance	45	The primary mode of instruction is lecture and may include discussion and/or group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Most colleges offer a course on Women in the Arts so it's essential that we remain competitive and offer subject matter that reflects the demographics of our student body. Course is proposed for UC, CSU GE Area C1 and IGETC Area 3A. Proposed for Distance Ed (online and hybrid).
ART 241 F Typography II	Units:3 Lecture:2 Laboratory:3 Advisory: ART 141 F	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	New course. Advanced training in typography to produce portfolio projects that meet industry and admissions standards.
ART 245 F Classical Cast Drawing	Units:3 Lecture:2 Laboratory:4 Advisory: ART 182 F and ART 186 F	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	New course. This course will become a key foundation course in the Art Department's Degree and Certificate programs. The skills that the students will gain from this course will serve them well in any of

NEW COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
					the Fine Art or commercial art fields. Proposed for Distance Ed (Online and Hybrid).
ART 271 F Fabrication III: Mold-Making, Casting and Vacuum Forming	Units: 3 Lecture: 2 Laboratory: 4 GE: CSU Transfer Course Yes	25	Sculpting, 3D digital media and engineering are largely performance-based and require a high degree of student practice and interaction between the students and the instructor. The instructor will spend individual time with each student demonstrating techniques personalized for the student's prototype. This is a course where students apply their knowledge of mold making, casting and vacuum forming to real-world exercises, so the type, availability of equipment, ancillary hardware and software for the lab part of the course is also a class size limitation factor. Mold making tools and materials, degassing chambers, vacuum forming machinery, computer hardware and software are shared within the classroom and the labs by each student individually.	2019 Fall	This is a new course that offers the real-world applications of mold making, casting and vacuum forming for the purpose of reproducing limited quantities of original prototypes, both hand-crafted or digital. Students will work on a gamut of exercises commonly done by artists and designers for a variety of creative industries.
ART 292 F Painting: Political and Social Issues	Units: 3 Lecture: 2 Laboratory: 4 Prerequisite: ART 189 F	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	New course to build painting skills, to prepare our students for University level classes and or a successful career and job placement.

NEW COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
					Students benefit from the opportunity to build painting practice skills, and develop a deeper understanding of concepts covered.
ART 293 F Painting: Narrative	Units: 3 Lecture: 2 Laboratory: 4 Prerequisite: ART 189 F GE: Associate Degree General Education Requirements Area C1: Arts and Humanities - Visual Arts, Music, Theatre and Dance	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	New course designed to build painting skills, to prepare our students for University level classes and for a successful career and job placement. Proposed for AA GE Area C1.
CISG 101 F Advanced Computer Game Design	Units: 3 Lecture: 3 Laboratory: 0 Advisory: CISG 100 F	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2019 Fall	New course is a continuation of the CISG 100 class that provides a second game design course so students can complete the new Game Design certificate.

NEW COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
COSM 080 F Barbering: Cosmetology Crossover to Barbering	Units: 7.5 Lecture: 5.5 Laboratory: 6 Prerequisite: COSM 055EF	15	This course focuses on the shaving preparation and performance required to qualify for the barbering examination. The instructor needs to provide extensive and individualized instructions, supervision, and feedback/evaluation of students during lab performance to ensure all safety and sanitation precautions are being practiced for the safety of students and clients. Lab performance includes shaving of the face and neck with a straight razor (e.g. problem sets, scientific experiments, vocational skills, lab reports). Advisory committee recommends smaller class size and minutes note that 15 is appropriate for our setting (Advisory Minutes posted in "Attached Files" in CurriCUNET; see page 9 of minutes).	2019 Fall	New course. 200 hours transfer of credits course from Cosmetology to Barbering is required by the California Board of Barbering and Cosmetology to apply for the barbering license examination the "Transfer of Credits Course Breakdown" of hours are located in "attached files" as a reference.
CSTR 118 F Residential Construction Practice II	Units:4 Lecture:2 Laboratory:6 Prerequisite: CSTR 102 F and CSTR 116 F	20	Students in this course use industrial type equipment and tools with sharp cutting edges being used by students in a lab to cut wood parts. These machines have rotating metal cutters which can present a danger to students if the correct methods and procedures are not used hence proper supervision of students is a must. Maximum number of students allowed for safety concerns and per the request of the advisory committee is	2019 Fall	This new course CSTR 118 F replaces deleted course CSTR 018 F.

NEW COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
			20. This number is also in alignment with the National Science Teacher Association Safety Advisory Board Study in 2014 which shows that injuries increase dramatically with class sizes above 20. Advisory Committee minutes and NSTA Safety study are posted in Attached Files in CurriCUNET.		
DART 101 F Photoshop for Digital Arts	Units:3 Lecture:2 Laboratory:3 Prerequisites: NONE	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds. Digital media and graphics instruction is largely performance-based and requires a high degree of student practice and interaction between the students and the instructor. The Instructor will spend time individually with each student demonstrating techniques personalized for the student's imagery.	2019 Fall	This is a new course that creates an alternative entry path into the DART Program. Currently we only have DART 100 F Introduction to Digital Arts as the only entry course into Digital Arts, which covers three software (Adobe Illustrator, Photoshop and InDesign). This new course exclusively focuses on the use of Photoshop for Entertainment Arts, Illustration and 3D courses. Proposed for Distance Ed (hybrid and online).
DART 103 F Practical Color Techniques for Digital Media	Units:2 Lecture:1 Laboratory:3 Prerequisite: ART 118 F	25	Digital media and graphics instruction is largely performance-based and requires a high degree of student practice and interaction between the students and the instructor. The instructor will spend time	2019 Fall	This is a new course that offers the real-world application of color concepts students learn in ART 118 F Color Theory and other entry-level DART

NEW COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
			individually with each student demonstrating techniques personalized for the student's imagery. This is a course where students apply their knowledge of color theory to real-world exercises using a variety of complex software and equipment.		courses. Due to the variety of technology students will encounter, it is necessary that they see what happens to color when they apply it, such in broadcast and printing, and know how to fix any problems they encounter. Proposed for Distance Ed (hybrid).
DART 133 F Marvelous Designer I: Introduction to Cloth Simulation	Units: 3 Lecture: 2 Laboratory: 3 Prerequisites: NONE	25	Digital media and computer generated work is largely performance-based and requires a high degree of student practice and interaction between the students and the instructor. The instructor will spend time individually with each student demonstrating techniques personalized for the student's imagery. This is a course where students apply their knowledge of traditional pattern-making techniques using digital cloth simulation based in real-world exercises using a variety of complex software and equipment including Interactive Cintiqs drawing tablets, 3D scanners, and digital cameras.	2019 Fall	This is a new course that introduces students to Marvelous Designer, the leading software in the high demand field of cloth simulation. Both students and seasoned professionals will learn how to recreate real-world clothing, fabrics and patterns in a digital environment for the fashion, video game, engineering, science and entertainment industries. Proposed for

NEW COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
					distance ed (online and hybrid).
DART 134 F Marvelous Designer II: Production Techniques	Units: 3 Lecture: 2 Laboratory: 3 Prerequisite: DART 133 F	25	Digital media and computer generated work is largely performance-based and requires a high degree of student practice and interaction between the students and the instructor. The instructor will spend time individually with each student demonstrating techniques personalized for the student's imagery. This is a course where students apply their knowledge of traditional pattern-making techniques using digital cloth simulation based in real-world exercises using a variety of complex software and equipment including Interactive Cintiqs drawing tablets, 3D scanners, and digital cameras.	2019 Fall	This is a new course that teaches students advanced production-driven techniques in the high demand cloth simulation field using Marvelous Designer. Both students and seasoned professionals learn to recreate real-world clothing, fabrics and patterns in a digital environment for the fashion, video game, engineering, science and entertainment industries.
DART 148 F Introduction To Narrative Illustration	Units: 3 Lecture: 2 Laboratory:3 Prerequisite: ART 137 F ART 182 F or Advisory: DART 107 F	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	New Course. Due to the recent enrollment success of DART 110 F, DART 111 F, and DART 135 F students have been wanting to expand their knowledge and acquire

NEW COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	DART 135 F and ART 243 F				improved skill sets in narrative illustration for story telling in animation. This class is also a portfolio building class for graduating BFA students returning from local CSU illustration programs. Proposed for Distance Ed (Hybrid and Online).
DART 157 F Introduction to 3D Printing and Fabrication	Units: 3 Lecture: 2 Laboratory: 3 Prerequisites: NONE	25	Digital manipulation of 3D models and file-preparation for 3D Printing instruction is largely performance-based, requiring a high degree of student practice and interaction between the students and the instructor. The instructor will spend time individually with each student demonstrating techniques personalized for the student's work. This is a course where students apply what they learn during lecture to real-world exercises using 3D printers and complex software.	2019 Fall	This is a new course that offers real-world application of 3D Printing, from modifying and preparing 3D models for their manufacturing and fabrication using traditional methods, such as sanding, mold-making, casting and painting, to create a finished piece for the entertainment, consumer product, medical/biotech, automotive and manufacturing industries. Proposed for distance ed (online and hybrid).

NEW COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
DART 158 F Fusion 360 I: Introduction to Product Design	Units: 3 Lecture: 2 Laboratory: 3 Prerequisites: NONE	25	Digital media, from computer-aided design, engineering and manufacturing is largely performance-based and requires a high degree of student practice and interaction between the students and the instructor. The instructor will spend time individually with each student demonstrating techniques personalized for the student's imagery. This is a course where students apply their knowledge of Fusion 360 to real-world exercises using 3D scanners, 3D printers, and complex software.	2019 Fall	This is a new course that introduces students from arts, biotech, technologies and engineering programs to computer-aided design, engineering, simulations and manufacturing. This course will complement CTE programs in entertainment arts, science, technology and engineering. There is too much information to be covered in one semester of Fusion 360, so this first semester will introduce students to the foundations of the software in preparation for the intermediate and advanced courses that will follow. Proposed for distance ed (online and hybrid).

NEW COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
DART 159 F Fusion 360 II: Product Design Production Techniques	Units: 3 Lecture: 2 Laboratory: 3 Prerequisite: DART 158 F	25	Digital media and graphics instruction is largely performance-based and requires a high degree of student practice and interaction between the students and the instructor. The instructor will spend time individually with each student demonstrating techniques personalized for the student's imagery. This is a course where students apply their knowledge of Fusion 360 to real-world product design and production exercises using a variety of complex software and equipment including 3D scanners and 3D printers.	2019 Fall	This is a New Course that introduces students from art, biotech, technology and engineering programs to production techniques using Fusion 360. This course will also complement CTE programs in entertainment arts, science, technology and engineering. There is too much information to be covered in one semester of Fusion 360, so this second course goes beyond the foundations of the software and explores advanced product design and production techniques. Proposed for distance ed (online and hybrid).
ENGR 220 F Programming and Problem- Solving in MATLAB	Units: 3 Lecture: 2 Laboratory: 3 Prerequisite: MATH 151 F or MATH 151HF	25	This class has extensive individualized instruction and feedback as well as extensive programming assignments assessed for design, critical thinking, conceptual understanding, structure, style, and language mechanics. Students are encouraged to be interactive and collaborative in class and outside of class as	2019 Fall	This new course is in demand at more and more transfer universities for various Engineering majors. This course is designed to align with the C-ID descriptor for ENGR 220 and fits the Engineering Model

NEW COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
			they complete classroom assignments and projects. One-on-one teacher and student discussions concerning individual projects will be used to refine and improve program code and problem solving skills. Additional homework assignments and quizzes requiring programming, analysis, and evaluation of code is assigned.		Curriculum. Proposed for UC transfer.
ETHS 111 F Women of Color in the U.S	Units: 3 Lecture: 3 Laboratory: 0 GE: Associate Degree General Education Requirements Area D1: Social and Behavioral Sciences - Social, Political and Economic Institutions	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and formal/informal student presentations. In addition, class time will focus on individualized instruction and written assignments will receive individualized feedback. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2020 Fall	Proposing this new course to expand the Ethnic Studies curriculum and in anticipation of the new Gender and Sexuality transfer degree and new Social Justice Studies Transfer Degrees. This course is proposed for Multicultural requirement approval and Distance Ed (Online and Hybrid). Proposed for UC transfer, CSU GE Area D, IGETC Area 4C, proposed for AA GE Area D1.
IDES 175 F Space Planning II	Units:3 Lecture:2 Laboratory:3 Prerequisite: IDES 110 F or ARCH 124 F	25	Most of the time the students are engaged in practicing the skills they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	New course proposal to provide additional instruction needed to prepare students for interior design jobs.

NEW COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
IDES 220 F Interior Design Building Codes	Units: 3 Lecture: 3 Laboratory: 0 Advisory: IDES 100 F	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds. Projects/assignments are assessed for critical thinking, conceptual understanding, presentation, and the accuracy of technical applications.	2019 Fall	A new course requirement to prepare the student to take the California Interior Design Examination (IDEX) sanctioned by the Board of Directors of the California Council for the Certification of Interior Designers (CCIDC).
IDES 225 F Interior Illustration II	Units: 2 Lecture: 1 Laboratory: 3 Advisory: IDES 200 F	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	This new course "Interior Illustration II" allows students to perfect rendering skills learned in Interior Illustration I, and provides instruction on incorporating computer aided design programs in creating 3-D drawings. Per Advisory Committee, students need to be proficient in a variety of CAD programs to compete in the interior design marketplace.
IDES 260 F Interior Illustration III	Units: 2 Lecture: 1 Laboratory: 3	25	Most of the time the students are engaged in practicing the skills they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	This new course "Interior Illustration III" is designed to provide students with the opportunity to

NEW COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	Prerequisites: NONE				expand their skills in hand-rendering, digital rendering, or a combination of both for purposes of enhancing their portfolio presentations. A portfolio of a student's work is often required for an entry-level position, making it imperative that the material a student presents be well-developed.
IDES 275 F Interior Design Studio IV	Units: 2 Lecture: 1 Laboratory: 3 Prerequisite: IDES 265 F	25	Most of the time the students are engaged in practicing the skills they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	New course being offered to augment Interior Design Studio series of courses already offered. This course will focus on the comprehensive design process for residential spaces.
MACH 157 F Computer-Aided Manufacturing	Units:3 Lecture:2.5 Laboratory: 1.5 Advisory: MACH 115 F or MACH 150 F or MACH 154 F	20	Feedback/Evaluation - Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis (e.g. problem sets, scientific experiments, vocational skills, lab reports). Maximum number of students allowed for safety concerns and per request of advisory committee is 20. See Advisory meeting minutes in CurriCUNET for class size justification of 20.	2019 Fall	This new course is intended for certificate students and for students wishing to transfer and continue their studies in the field of manufacturing; engineering; or industrial arts at a 4 year institution.

NEW COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
MUS 170 F Opera Workshop	Units: 1 Lecture: 1 Laboratory: 1 Prerequisite: NONE	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	New course is dedicated to the musical, linguistic, and stylistic preparation of the material to be performed as part of the Opera Production.
MUSA 203 F Advanced Applied Private Instruction	Units: 1 Lecture: 1 Laboratory: 0 Advisory: Audition and completion of MUSA 202 F	25	This private instruction course is based on the premise of an instructor providing individualized instruction and supervision to one student. At the state university level, students studying applied music are required to have one-on-one instruction.	2019 Fall	New course. This course will provide an advanced level of private instruction for students who have already completed MUSA 202, but are still working towards transferring into a music degree at a UC/CSU music major program. The course will provide additional skills that will enable students to be accepted into these audition-only programs at the Bachelor level. Designed as repeatable one time, since at the state university level, students studying applied music are required to enroll in private applied instruction every semester.

NEW COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
PE 101 F Pickleball	Units: 1 Lecture: 0 Laboratory:3 Prerequisites: NONE	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	New course in response to popularity of this sport and student interest. Proposed for UC transfer and CSU GE Area E.
PE 254 F Personal Fitness Trainer	Units:3 Lecture:3 Laboratory: 0 Prerequisites: NONE	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, and conceptual understanding, structure, style and mechanics.	2019 Fall	This is a new course designed to add academic rigor to the personal trainer certificate. Students qualifying for the certificate would be able to take the personal fitness trainer certification exam provided by the ACSM, NSCA, or the NASM. This course is proposed for CSU GE Area E.
TECH 158 F Advanced Drone Piloting Skills	Units: 2 Lecture: 1 Laboratory: 3 Prerequisite: TECH 150 F TECH 151 F	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	This new course is part of the new drone training program.
TECH 159 F Counter Drone Operations	Units:2 Lecture:2 Laboratory: 0 Prerequisites: NONE	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	This new course complements the drone training program and prepares students for a growing industry.

NEW COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
THEA 132 F Beginning Resident Theatre Company	Units: 0.5-3 Lecture: 0 Laboratory: 1.5-9 Prerequisites: NONE	25	The performance, technical and administrative work produced by this class requires extensive individualized feedback, coaching and support as students are taught staging, blocking, choreography, and characterization techniques. This course also requires coordination and evaluation of the actors and technicians individual work during dress, technical rehearsals and performances relevant to the production	2019 Fall	This new course will be beneficial in creating a course specific to actors, playwrights and technicians in order to allow directors to follow a succession track of courses in the directing track and still allow them to serve as actors, playwrights or technicians at other times.
THEA 158 F Introduction to Director's Practicum	Units: .5-3 Lecture: 0 Laboratory: 1.5-9 Prerequisite: NONE	25	The performance, technical and administrative work produced by this class requires extensive individualized feedback, coaching and support as students are taught staging, blocking, choreography, and characterization techniques. This course also requires the coordination and evaluation of actors and technicians individual work during dress, technical rehearsals and performances relevant to the production. This class will also work concurrently with Beginning and Advanced Director's practicum (THEA 177/277).	2019 Fall	New course to allow students on the directing track to complete relevant courses in succession. Adding actor/technicians section(s) will allow students to take part in the productions over the 2 year track as both an introductory and advanced actor/technician and director.
THEA 190 F Auditioning for Musical Theatre	Units: 3 Lecture: 2 Laboratory: 3	25	The instructor of this class provides extensive individualized feedback and evaluation of presented musical theatre work as well as individualized instruction as	2019 Fall	New course designed specifically for the development of the students' abilities in musical theater

NEW COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	Prerequisite: THEA 284 F		students rehearse and perform with an accompanist and are taught choreography and staging techniques. The instructor also monitors each group of students as they rehearse and perform.		vocal techniques for the stage. This course will be included in the musical theatre certificate. Textbooks were added to reflect current practice.
THEA 191 F Beginning Musical Theatre Ensemble Voice	Units: 1 Lecture: 0 Laboratory: 3 Corequisite: Concurrency Required: THEA 184 F	25	The instructor of this class provides extensive individualized feedback and evaluation of presented movement work as well as individualized instruction as students are taught choreography and theatrical staging techniques. The instructor also monitors each group of students as they rehearse and perform.	2019 Fall	New course designed specifically for the development of the students' abilities in musical theater vocal techniques for the stage. This course will be included in the musical theatre certificate. Textbooks were added to reflect current practice.
THEA 192 F Beginning Applied Private Voice Instruction for Musical Theatre	Units: 1 Lecture: 1 Laboratory: 0 Prerequisite: THEA 185 F THEA 291 F Corequisite: Concurrency Required: THEA 284 F	25	This private instruction course is based on the premise of an instructor providing individualized instruction and supervision to one student. At the state university level, students studying applied music are required to have one-on-one instruction.	2019 Fall	New course designed specifically for the development of the students' abilities in musical theater vocal techniques for the stage. This course will be included in the musical theatre certificate. Textbooks were added to reflect current practice.

NEW COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
THEA 200 F Intermediate Principles of Stage and Screen Combat	Units:2 Lecture:1 Laboratory:3 Prerequisite: THEA 198 F	15	Based on the stage weaponry explored and increased level of choreographic demands, more than 15 students dramatically increases the risk of safety in the class. The instructor of this course provides extensive individualized feedback and evaluation of presented scene work as well as individualized instruction as students are taught principles and applications of safe and effective stage violence techniques and choreography. The instructor also monitors each group of students as they rehearse and perform.	2019 Fall	New course proposal to enhance program offering and provide students with techniques to enhance performance abilities and ensure student safety on stage and in the classroom. This proposal is proposed for UC transfer.
THEA 201 F Advanced Principles of Stage and Screen Combat	Units: 2-3 Lecture: 1 Laboratory: 3-6 Prerequisite: THEA 200 F	15	Based on the stage weaponry explored, increased level of choreographic demands, and safety restrictions for stunt work explored, more than 15 students dramatically increases the risk of safety in the class. The instructor of this course provides extensive individualized feedback and evaluation of presented scene work as well as individualized instruction as students are taught principles and applications of safe and effective techniques and choreography of violence for the stage and screen. The instructor also monitors each group of students as they rehearse and perform.	2019 Fall	New course proposal to enhance program offering and provide students with techniques to enhance performance abilities and ensure student safety on stage, on set, and in the classroom. Proposed for UC transfer.

NEW COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
THEA 234 F Intermediate Experimental Theatre	Units: 2 Lecture: 0 Laboratory: 6 Prerequisites: NONE	25	The performance, technical and administrative work produced by this class requires extensive individualized feedback, coaching and support as students are taught staging, blocking, choreography, and characterization techniques. This course also requires coordination and evaluation of the actors and technicians individual work during dress, technical rehearsals and performances relevant to the production.	2019 Fall	This new course is necessary for student actors, technicians, playwrights and designers in order to allow directors to stay on a specific directorial track. This new course streamlines a directing track and still allows students to take part as actors, technicians, designers, and playwrights.
THEA 279 F Advanced Musical Theatre Production	Units: .5-3 Lecture: 0 Laboratory: 1.5-9 Prerequisite: THEA 278 F	25	The class size is drawn from the size of the cast as written in the script by the playwright. The performance, technical and administrative work produced by this class requires extensive individualized feedback, coaching and support as students are taught staging, blocking, choreography, and characterization techniques. This course also requires coordination of the repetition and evaluation of the actors and technicians individual work during dress, technical rehearsals and performances relevant to the production.	2019 Fall	New course designed specifically for the further development of the students' abilities in musical theatre performance for the stage. This course will be included as part of the musical theatre certificate. Created to further develop skills as it relates to musical theatre performance.

NEW COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
THEA 280 F Advanced Director's Practicum	Units: .5-3 Lecture: 0 Laboratory: 1.5-9 Prerequisites: NONE	25	The performance, technical and administrative work produced by this class requires extensive individualized feedback, coaching and support as students are taught staging, blocking, choreography, and characterization techniques. This course also requires coordination of the repetition and evaluation of the actors and technicians individual work during dress, technical rehearsals and performances relevant to the production.	2019 Fall	New course. This course is necessary to aid in the ability for students to follow a sequential track in directing and still be allowed to take part in productions as technicians, playwrights, actors, or designers. Creating a more streamlined program for directing track.
THEA 291 F Intermediate Musical Theatre Ensemble Voice	Units: 1 Lecture: 0 Laboratory: 3 Prerequisite: THEA 191 F Corequisite: Concurrency Required: THEA 185 F	25	The instructor of this class provides extensive individualized feedback and evaluation of presented movement work as well as individualized instruction as students are taught choreography and theatrical staging techniques. The instructor also monitors each group of students as they rehearse and perform.	2019 Fall	New course designed specifically for the development of the students' abilities in musical theater vocal techniques for the stage. This course will be included in the musical theatre certificate. Textbooks were added to reflect current practice.
THEA 292 F Intermediate Applied Private Voice Instruction for Musical Theatre	Units: 1 Lecture: 1 Laboratory: 0 Corequisite: Concurrency Required: THEA 285 F	25	This private instruction course is based on the premise of an instructor providing individualized instruction and supervision to one student. At the state university level, students studying applied music are required to have one-on-one instruction.	2019 Fall	New course designed specifically for the development of the students' abilities in musical theater vocal techniques for the stage. This course will be included in the

NEW COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	Prerequisite: THEA 284 F THEA 291 F				musical theatre certificate. Textbooks were added to reflect current practice.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
AJ 068 F Parolee Contacts Units: 1.5 Lecture: 1.5 Laboratory: 0	<ul style="list-style-type: none"> • Textbooks • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Prerequisite Deletion • Six-year review 	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2019 Fall	Six-year review. Prerequisite to be "Sworn Peace Officer" has been removed. Although this course is designed for peace officers, a student without that status could still successfully complete the course.
AJ 069 F Health and Safety 11550 - Drug Influence Units: .5 Lecture: .5 Laboratory: 0	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision 	30	Class time focuses on individualized instruction, student presentation time and group learning.	2019 Fall	Title change for more specificity FROM Drug Influence TO Health and Safety 11550 - Drug Influence. Master database hours revised FROM 8 Lec TO 0.5 Lec to correct

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> Hours (WSCH Lecture and/or Lab) Catalog Description Update Six-year review Objectives Revision Title Revision 				CURRICUNET records.
AJ 070 F Emergency Management Units: 1.5 Lecture: 1.5 Laboratory: 0	<ul style="list-style-type: none"> Textbooks Method of Evaluation Six-year review 	30	Class time to focus on individualized instruction, student presentation time and group learning.	2019 Fall	Six-year review
AJ 075 F Cultural Diversity Units: 1 Lecture: 1 Laboratory: 0	<ul style="list-style-type: none"> Textbooks Course Content (that do not change the overall scope of the course) Six-year review Objectives Revision 	40	The instructor lectures and some of the class time focuses on discussion, group learning, and/or formal/informal student presentations.	2019 Fall	Six-year review
AJ 077 F Organized Crime Units: 1 Lecture: 1 Laboratory: 0	<ul style="list-style-type: none"> Textbooks Method of Evaluation Assignments Revision Catalog Description Update Six-year review 	35	While the instructor does lecture, most of the class time focuses on discussion, and group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Six-year review

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
AJ 078 F Multi-Agency Task Forces Units: .5 Lecture: .5 Laboratory: 0	<ul style="list-style-type: none"> • Textbooks • Method of Instruction • Method of Evaluation • CIP Code Revision • Catalog Description Update • Six-year review 	35	While the instructor does lecture, most of the class time focuses on discussion, and group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Six-year review; revised assignment prep hours to align with Curriculum Committee standards
AJ 079 F Law Enforcement Career Preparation Units: .5 Lecture: .5 Laboratory: 0	<ul style="list-style-type: none"> • Add Distance Education (online) • Add Distance Education (hybrid) • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Class size revision • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Six-year review • Class Size Revision 	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and student presentations. Evaluation of student performance is primarily assessed through student demonstration and writing assignments, including individual student action plans and mock interviews.	2019 Fall	Six-year review. Class size increased to reflect the methods of instruction and evaluation for this course, in line with the CSPRD. Previous class size on record was inaccurate.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> Objectives Revision 				
AJ 084 F Domestic Violence Units: .5 Lecture: .5 Laboratory: 0	<ul style="list-style-type: none"> Assignments Revision CIP Code Revision Catalog Description Update Course Content (that do not change the overall scope of the course) Method of Evaluation Method of Instruction Objectives Revision Schedule Description Update Six-year review Student Learning Outcomes Textbooks 	40	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure	2019 Fall	Six-year review. Units updated from 0 to 0.5 to correct CNET records.
AJ 089 F Child Abuse/Child Pornography Units: .5 Lecture: .5 Laboratory: 0	<ul style="list-style-type: none"> Assignments Revision CIP Code Revision Catalog Description Update Classification Code Revision Method of Evaluation Method of Instruction 	40	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are	2019 Fall	Six-year review. Units updated from 0 to 0.5 to correct CNET records.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> Objectives Revision Schedule Description Update Six-year review Student Learning Outcomes Textbooks 		assessed mostly for concepts and structure.		
AJ 093 F DNA Genetic Fingerprinting Units: .5 Lecture: .5 Laboratory: 0	<ul style="list-style-type: none"> Classification Code Revision CIP Code Revision Course Content (that do not change the overall scope of the course) Textbooks Student Learning Outcomes Method of Instruction Method of Evaluation Assignments Revision Catalog Description Update Schedule Description Update Six-year review Objectives Revision 	40	The instructor lectures and some class time in this 9 hour class focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Six-year review. Updated units from 0 to 0.5 to correct CurriCUNET records.
AJ 100 F Introduction to Criminal Justice Units: 3	<ul style="list-style-type: none"> Add Distance Education(hybrid) Add Distance Education(online) 	30	Class time focuses on individualized instruction, student presentation time and group learning.	2019 Fall	Six-year review. Title revision FROM "Introduction to Law

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Assignments Revision • Catalog Description Update • Course Content (that do not change the overall scope of the course) • Method of Evaluation • Method of Instruction • Objectives Revision • Schedule Description Update • Six-year review • Textbooks • Title Revision 				Enforcement" TO "Introduction to Criminal Justice." This change creates common course descriptor title for AS-T. Proposed for Distance Ed Online/Hybrid.
AJ 110AF Criminal Law Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Add Distance Education(hybrid) • Add Distance Education(online) • Assignments Revision • Catalog Description Update • Course Content (that do not change the overall scope of the course) • Method of Evaluation • Method of Instruction 	30	Class time focuses on individualized instruction, student presentation time and group learning.	2019 Fall	Six-year review. Updated catalog and schedule descriptions, course content, objectives, methods of instruction and evaluation, textbooks. Proposed for distance education (online and hybrid).

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Objectives Revision • Schedule Description Update • Textbooks 				
AJ 135 F Weaponless Defense Units: 1 Lecture: 1 Laboratory: 1	<ul style="list-style-type: none"> • Assignments Revision • Catalog Description Update • Course Content (that do not change the overall scope of the course) • Method of Evaluation • Method of Instruction • Objectives Revision • Schedule Description Update • Six-year review • Textbooks 	20	State law enforcement safety standards limit instructor-student ratio in a physical combatives lab environment. This type of high risk activity requires close instructional supervision. California Peace Officer Standards & Training Safety Guidelines supersede normal the FC/CC Class Size Planning and Resource document.	2019 Fall	Six-year review. Missing units (1 unit) added to update CNET records.
ART 137 F Basic Drawing for Entertainment Arts Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • Classification Code Revision • Add Distance Education (online) • Add Distance Education (hybrid) • Textbooks • Course Content (that do not change the overall scope of the course) 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review. Proposed for Distance Ed (Hybrid and Online). Adjustment of class code, and Six-year review. Adding updated importance of outdoor field trips to encourage drawing from life

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Method of Instruction • Method of Evaluation • Six-year review • FSA Code Revision 				and observation in Schedule and Catalog description.
AJ 140 F Juvenile Procedures Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Assignments Revision • Catalog Description Update • Method of Evaluation • Method of Instruction • Objectives Revision • Six-year review • Textbooks 	30	Class time focuses on individualized instruction, student presentation time, and group learning. This includes individualized feedback for each student during role playing exercises and on case studies presentations in class. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2019 Fall	Six-year review
AJ 151 F Police Report Writing Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • CIP Code Revision • Catalog Description Update • Course Content (that do not change the overall scope of the course) • Hours (WSCH Lecture and/or Lab) • Method of Evaluation 	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual	2019 Fall	Six-year review. Hours revision FROM Lecture 3 Lab 3 TO Lecture 3 Lab 0. Lab hours were previously added in error and were not intended to be part of this 3-unit course. No resulting change in units. Units revised FROM 0

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Method of Instruction • Schedule Description Update • Six-year review • Textbooks 		understanding, structure, style and mechanics.		TO 3 to correct CNET records.
AJ 220 F Criminal Procedure Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Add Distance Education(hybrid) • Add Distance Education(online) • Assignments Revision • Catalog Description Update • Course Content (that do not change the overall scope of the course) • Method of Evaluation • Method of Instruction • Objectives Revision • Schedule Description Update • Six-year review • Student Learning Outcomes 	30	Class of 30 to focus on individualized instruction, student presentation time, and group learning.	2019 Fall	Six-year review. Updated catalog description, methods of instruction and evaluation. Proposed for distance education (online and hybrid).
AJ 222 F Rules of Evidence Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Add Distance Education(hybrid) • Add Distance Education(online) • Assignments Revision 	30	Class time focuses on individualized instruction, student presentation time and group learning.	2019 Fall	Six-year review. Updated catalog description, methods of instruction and evaluation, textbooks. Proposed for

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Catalog Description Update • Course Content (that do not change the overall scope of the course) • Method of Evaluation • Method of Instruction • Objectives Revision • Schedule Description Update • Textbooks 				distance education (online and hybrid).
AJ 223 F Criminal Investigation Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Add Distance Education(hybrid) • Add Distance Education(online) • Assignments Revision • Catalog Description Update • Course Content (that do not change the overall scope of the course) • Method of Evaluation • Method of Instruction <ul style="list-style-type: none"> • Objectives Revision • Schedule Description Update 	30	Class focus is on individualized instruction, student presentations and group learning.	2019 Fall	Six-year review. Proposed for Distance Ed Online/Hybrid.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Six-year review • Textbooks 				
AJ 226 F Narcotics and Vice Control Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Assignments Revision • CIP Code Revision • Catalog Description Update • Method of Evaluation • Method of Instruction • Objectives Revision • Schedule Description Update • Six-year review • Student Learning Outcomes • Textbooks 	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2019 Fall	Six-year review. Units corrected FROM 0 TO 3 to update CNET records.
AJ 230 F Crime Scene Techniques Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Assignments Revision • Method of Evaluation • Method of Instruction • Six-year review • Textbooks 	40	Lecture is the primary mode of instruction, but class time also includes discussion and group learning.	2019 Fall	Six-year review; added comparable course
AJ 252 F Police Patrol Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Method of Instruction • Method of Evaluation • Objectives Revision 	40	The instructor lectures and some of the class time focuses on discussion, group learning, and/or formal/informal student presentations.	2019 Fall	Six-year review. Corrected units from 0 to 3 (CurriCUNET records correction).

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Assignments Revision • Catalog Description Update • Schedule Description Update • Six-year review 		Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.		
AJ 276 F Investigation of Homicidal Behavior Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Schedule Description Update • Six-year review 	40	The instructor lectures and some of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Six-year review. Corrected units from 0 to 3 (CurriCUNET records correction).
AJ 278 F Multicultural Issues within Administration of Justice Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Classification Code Revision • Multicultural Requirement • Textbooks • Course Content (that do not change the overall scope of the course) 	40	The instructor lectures and some of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily	2019 Fall	Six-year review. Updating Multicultural Screen (already approved to meet multicultural requirement).

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Six-year review • Objectives Revision GE: <ul style="list-style-type: none"> • Graduation Requirements • Multicultural Requirement 		through objective exams. Writing assignments are assessed mostly for concepts and structure.		
AJ 279 F Contemporary Issues in Law Enforcement Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update 	40	While the instructor does lecture, some of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Six-year review. Units updated from 0 to 3 to update CURRICUNET records.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Schedule Description Update • Six-year review 				
ART 115 F The Museum Experience Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Method of Instruction • Catalog Description Update • Schedule Description Update • Advisory Validation • Six-year review • Class Size Revision • Title Revision 	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics. Some instruction occurs in Museums where larger groups would not be able to see and hear and respond to the instructor and to each other.	2019 Fall	Six-year review. Title change from Museum Survey to "The Museum Experience" in order to more accurately reflect the course content. Title revision impacts the Interdisciplinary Studies: Emphasis in Arts and Human Expression AA - articulation officer please update.
ART 129 F Portrait Drawing Units: 2 Lecture: 1 Laboratory: 3	<ul style="list-style-type: none"> • Add Distance Education (online) • Add Distance Education (hybrid) • Textbooks • Course Content (that do not change the 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review. Proposed for distance ed - online and hybrid.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	overall scope of the course) • Student Learning Outcomes • Catalog Description Update • Advisory Validation • Six-year review				
ART 130 F Intermediate Portrait Drawing Units: 2 Lecture: 1 Laboratory: 3	<ul style="list-style-type: none"> • Add Distance Education (online) • Add Distance Education (hybrid) • Textbooks • Course Content (that do not change the overall scope of the course) • Method of Instruction • Catalog Description Update • Prerequisite Validation • Six-year review 	25	Extensive individual instruction involving lecture, demonstration, student performance and faculty critiquing of student work. The instructor spends an extensive amount of time giving individualized instruction and feedback on attainment of skills. Students perform individually and must be assessed individually by the instructor. Students' progress and success is proportional to this individualized instruction.	2019 Fall	Six-year review. Proposed for Distance Ed - hybrid and online.
ART 140 F Graphic Design I Units: 3 Lecture: 2 Laboratory: 3	<ul style="list-style-type: none"> • Add Distance Education (online) • Add Distance Education (hybrid) 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor	2019 Fall	Title revision FROM "Introduction to Advertising and Graphic Design" TO "Graphic

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Textbooks • Method of Instruction • Six-year review • FSA Code Revision • Title Revision 		gives each student individual instruction as the class proceeds.		Design I." Course name change is part of a plan to make the suggested course progression more understandable to students. Another course is launched to become "Graphic Design II", with a level III and IV planned. Title Revision impacts Advertising and Graphic Design AA and Advertising and Graphic Design Certificate.
ART 147 F Graphic Design II Units: 3 Lecture: 2 Laboratory: 3	<ul style="list-style-type: none"> • Add Distance Education (online) • Add Distance Education (hybrid) • Textbooks • Student Learning Outcomes • Method of Instruction • Assignments Revision • Catalog Description Update 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds. Extensive individualized instruction with each student is essential as they acquire the skill sets that are necessary for success.	2019 Fall	Title revision FROM "Production Techniques for Graphic Design" TO "Graphic Design II." The course title change is meant to better convey class progression and reflect current technology. The current course title is outdated and doesn't reflect current

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Schedule Description Update • Advisory Revision • Six-year review • Objectives Revision • Title Revision 				<p>industry standards. Advisory revision - adding DART 100 F as an additional advisory option because it provides equivalent computer training to ART 140 F. Title revision impacts these programs: (1) Computer Graphics Certificate, (2) Desktop Publishing Certificate. Title Revision impacts Advertising and Graphic Design AA and Advertising and Graphic Design Certificate.</p>
<p>ART 156 F Animal Drawing Units: 3 Lecture: 3 Laboratory: 0</p>	<ul style="list-style-type: none"> • Assignments Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Method of Instruction • Method of Evaluation 	35	<p>While the instructor does lecture and demonstrate, much of the class time focuses on discussion, group learning and critiques, and/or formal/informal student presentations. Evaluation and assessment is through</p>	2019 Fall	<p>Six-year review. Advisory revision FROM ART 182 F or Portfolio Review TO ART 182 F since ART 182 F provides sufficient preparation in the skills recommended for a successful outcome in this course.</p>

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Catalog Description Update • Advisory Revision • Six-year review 		individualized written and oral feedback to multiple projects, not standardized tests.		
ART 157 F Sketching for Animators and Illustrators Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • Add Distance Education (online) • Add Distance Education (hybrid) • Textbooks • Course Content (that do not change the overall scope of the course) • Prerequisite Validation • Advisory Validation • Six-year review 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review
ART 173 F Jewelry Casting Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Assignments Revision • Catalog Description Update • Six-year review • Objectives Revision 	25	The students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds. The instructor demonstrates the proper use of tools used for metals (molten and sheet stock), mold, investment and pourstone compounds,	2019 Fall	Six-year review

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
			flammable fluids and chemicals.		
ART 174 F Beginning Jewelry Fabrication Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Method of Instruction • Catalog Description Update • Six-year review • Objectives Revision 	25	Extensive individual instruction involving lecture, demonstration, student performance and faculty critiquing of student work. The instructor spends an extensive amount of time giving individualized instruction and feedback on attainment of skills. Students perform individually and must be assessed individually by the instructor. Students' progress and success is proportional to this individualized instruction.	2019 Fall	Six-year review
ART 175 F Intermediate Jewelry Fabrication Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Catalog Description Update • Prerequisite Validation • Six-year review 	25	Extensive individual instruction involving lecture, demonstration, student performance and faculty critiquing of student work. The instructor spends an extensive amount of time, giving individualized instruction and	2019 Fall	Six-year review

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> Objectives Revision 		feedback on attainment of skills. Students perform individually and must be assessed individually, by the instructor. Students' progress and success is proportional to this individualized instruction.		
ART 180 F Rendering Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> Add Distance Education (online) Add Distance Education (hybrid) Assignments Revision Course Content (that do not change the overall scope of the course) Textbooks Method of Instruction Catalog Description Update Prerequisite Validation Six-year review 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds. This course requires a great deal of interaction between the students and the instructor. The current student/teacher ratio should be maintained in order for the students to receive the required amount of personalized instruction and in-class practice on a "one on one" basis with the Instructor. The Instructor will spend time individually with	2019 Fall	Six-year review

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
			each student demonstrating techniques personalized for the student's imagery. Assessment of student work is through written evaluations of student projects, not standardized tests.		
ART 181 F Drawing from the Masters Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Remove Distance Education (teleweb) • Textbooks • Advisory Validation • Six-year review 	35	Although there is a lecture component to the course, there is also a great amount of time in which the Instructor supervises, observes, and assesses student presentations, and/or group learning. The student presentations need to be assessed by the Instructor on an individual and group basis. There are no assessments through standardized tests.	2019 Fall	Six-year review
ART 183 F Representational Drawing Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • Assignments Revision • Remove Distance Education (teleweb) • Textbooks 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual	2019 Fall	Six-year review

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Student Learning Outcomes • Catalog Description Update • Schedule Description Update • Advisory Validation • Six-year review 		instruction as the class proceeds.		
ART 184 F Expressive Drawing Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • Add Distance Education (online) • Add Distance Education (hybrid) • Course Content (that do not change the overall scope of the course) • Assignments Revision • SAM Code Revision • Method of Instruction • Textbooks • Catalog Description Update • Schedule Description Update • Prerequisite Validation • Advisory Validation • Six-year review 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review. Added AA GE Area C1 to General Ed screen to update CurriCUNET records.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ART 186 F Beginning Life Drawing Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • Assignments Revision • Textbooks • Catalog Description Update • Advisory Addition • Six-year review 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review. Added Advisory of ART 137 F or ART 182 F course. The consensus is that students will do better in this Life drawing course if they have had access to some basic drawing before taking it.
ART 188 F Beginning Watercolor Painting Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • Textbooks • Catalog Description Update • Schedule Description Update • Advisory Validation • Six-year review • Objectives Revision • Title Revision • Methods of Instruction • SAM Code Revision 	25	Extensive individual instruction involving lecture, demonstration, student performance and faculty critiquing of student work. The instructor spends an extensive amount of time giving individualized instruction and feedback on attainment of skills. Students perform individually and must be assessed individually by the instructor. Students' progress and success is proportional to this individualized instruction.	2019 Fall	Six-year review. Updated catalog description, objectives, textbooks. Title change FROM: Watercolor Painting TO: Beginning Watercolor Painting. In the catalog description delete, Advanced students are encouraged to develop their own style and means of expression through a creative, experimental approach to watercolor painting. This is because we are now offering an

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
					intermediate watercolor class, ART 208. Updated textbooks. Eliminated one of the objectives that no longer applies. AA GE Area C1 added to update CurriCUNET records. Title revision impacts the Interdisciplinary Studies Emphasis in Arts and Human Expression. It also impacts the Fashion Illustration Cert
ART 189 F Beginning Painting Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Assignments Revision • Catalog Description Update • Advisory Revision • Six-year review • Schedule Description Update • Objectives Revision 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds. Extensive individualized instruction with each student is essential as they acquire the skill sets that are necessary for success.	2019 Fall	Six-year review. Minor word changes for clarity of meaning. Updated language to reflect current practices. CSU GE removed to correct CurriCUNET records (ART 189 F was removed from CSU GE pattern in 2015). AA GE Area C1 added. Added additional

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
					<p>advisory option of ART 118 F as students can learn the recommended entry skills in this course.</p> <p>Proposing this course for CSU GE Area C1.</p> <p>Changed advisory from "ART 118 F or ART 182 F" to "ART 118 F and ART 182 F" because the art department feels it would be most beneficial for students to take both classes before taking ART 189 F.</p>
<p>ART 194 F Studio Painting Lab</p> <p>Units: 2</p> <p>Lecture: 1</p> <p>Laboratory: 3</p>	<ul style="list-style-type: none"> • Textbooks • Catalog Description Update • Prerequisite Validation • Six-year review • Objectives Revision 	25	<p>Extensive individual instruction involving lecture, demonstration, student performance and faculty critiquing of student work. The instructor spends an extensive amount of time giving individualized instruction and feedback on attainment of skills. Students perform individually and must be assessed</p>	2019 Fall	<p>Six-year review. Updated Objectives and Textbooks.</p>

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
			individually by the instructor. Students' progress and success is proportional to this individualized instruction.		
ART 195 F Anatomical Drawing Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Course Content (that do not change the overall scope of the course) • Schedule Description Update • Method of Evaluation • SAMS Code Revision • Textbooks • Student Learning Outcomes • Catalog Description Update • Advisory Revision • Six-year review 	35	Even though this course is designated as a lecture course, the Instructor also spends a great amount of time in discussion and criticism of student work in progress, giving individualized feedback on a regular basis. Student assessment is through individual feedback and written evaluation of their work, not through standardized tests.	2019 Fall	Six-year review. Added additional advisory option of ART 137 F as student can learn the recommended entry skills in this course.
ART 197 F Mural and Faux Painting Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • Textbooks • Method of Instruction • Assignments Revision • Catalog Description Update • Advisory Revision • Six-year review 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review. Added text book. Changed Advisory FROM: ART 189 TO: ART 182 F or ART 189 F since students can learn the recommended entry skills in either class.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ART 201 F Intermediate Painting Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • Textbooks • Student Learning Outcomes • Method of Evaluation • Assignments Revision • Catalog Description Update • Prerequisite Validation • Six-year review 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review. Updated to reflect current practices. Minor changes to wording to clarify meaning.
ART 202 F Advanced Painting I Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • Textbooks • Student Learning Outcomes • Assignments Revision • Course Content (that do not change the overall scope of the course) • Objectives Revision • Methods of Instruction • Catalog Description Update • Schedule Description Update • Prerequisite Validation • Six-year review 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review. Updated to reflect current practices. Revised language for clarity of meaning.
ART 203 F Advanced Painting II Units: 3 Lecture: 2	<ul style="list-style-type: none"> • Textbooks • Assignments Revision 	25	Most of the time the students are engaged in practicing the skill(s)	2019 Fall	Six-year review. Updated textbooks.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
Laboratory: 4	<ul style="list-style-type: none"> • Method of Evaluation • Course Content (that do not change the overall scope of the course) • Catalog Description Update • Prerequisite Validation • Six-year review 		they are learning and the instructor gives each student individual instruction as the class proceeds.		
ART 208 F Intermediate Watercolor Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • Textbooks • Catalog Description Update • Schedule Description Update • Prerequisite Validation • Six-year review • Student Learning Outcomes 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds. Extensive individualized instruction with each student is essential as they acquire the skill sets that are necessary for success.	2019 Fall	Six-year review. Updated textbooks.
ART 215 F Beginning Storyboarding and Narrative Composition Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Add Distance Education (online) • Add Distance Education (hybrid) • Course Content (that do not change the 	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Although there is a lecture component to the course, there is also a great amount of	2019 Fall	Six-year review. Proposed for Distance Ed (online and hybrid).

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	overall scope of the course) <ul style="list-style-type: none"> • Student Learning Outcomes • TOPS Code Revision • SAMS Code Revision • CIP Code Revision • Textbooks • Catalog Description Update • Prerequisite Validation • Six-year review 		time in which the Instructor supervises, observes, and assesses student presentations, and/or group learning.		
ART 216 F Advanced Storyboarding and Pre-Visual Preparation Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Add Distance Education (online) • Add Distance Education (hybrid) • Course Content (that do not change the overall scope of the course) • TOPS Code Revision • SAMS Code Revision • CIP Code Revision • Textbooks • Method of Instruction • Catalog Description Update • Prerequisite Validation 	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Although there is a lecture component to the course, there is also a great amount of time in which the Instructor supervises, observes, and assesses student presentations, and/or group learning.	2019 Fall	Six-year review. Proposed for Distance Ed (online and hybrid).

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Six-year review 				
ART 217 F Children's Book Illustration Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • Add Distance Education (online) • Add Distance Education (hybrid) • Textbooks • Method of Instruction • Catalog Description Update • Advisory Revision • Six-year review 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review. Proposed for Distance Ed (online and hybrid). Advisory revision to keep the two advisory courses ART 182 F and ART 186 F but remove "or Portfolio Review" since the courses contain the skills recommended for ART 217 F.
ART 218 F Visual Storytelling: Structure and Form Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • Add Distance Education (online) • Add Distance Education (hybrid) • Course Content (that do not change the overall scope of the course) • Textbooks • Method of Instruction • Catalog Description Update • Advisory Validation • Six-year review 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review. Proposed for Distance Ed (online and hybrid).

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ART 219 F Visual Storytelling: Image and Sequence Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • Add Distance Education (online) • Add Distance Education (hybrid) • Schedule Description Update • Textbooks • Method of Instruction • Advisory Validation • Six-year review 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review. Proposed for Distance Ed (online and hybrid).
ART 220 F Genre and Style in Entertainment Art Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • Add Distance Education (online) • Add Distance Education (hybrid) • Textbooks • Method of Instruction • Advisory Validation • Six-year review 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review. Proposed for Distance Ed (online and hybrid).
ART 221 F Staging and Scene Development Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • Add Distance Education (online) • Add Distance Education (hybrid) • Course Content (that do not change the overall scope of the course) • Textbooks • Method of Instruction 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review. Proposed for Distance Ed (online and hybrid).

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Catalog Description Update • Prerequisite Validation • Advisory Validation • Six-year review 				
ART 222 F Composition for Artists: Elements and Principles Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • Add Distance Education (online) • Add Distance Education (hybrid) • Textbooks • Assignments Revision • Method of Instruction • Hours (WSCH Lecture and/or Lab) • Course Content (that do not change the overall scope of the course) • Catalog Description Update • Advisory Validation • Six-year review • Title Revision 	30	While the instructor does lecture and demonstrate, much of the class time focuses on discussion, group learning and critiques, and/or formal/informal student presentations. Evaluation and assessment is through individualized written and oral feedback to multiple projects, not standardized tests. During lab hours, the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review. Proposed for Distance Ed (online and hybrid). Title revision FROM Composition for Artists TO Composition for Artists: Elements and Principles. Hours revision FROM Lec 3 Lab 0 TO Lec 2 Lab 4 because the lecture only format does not allow enough time for student interaction, criticism, and supervision of projects done in class.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ART 223 F Composition for Artists: Master Studies Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • Add Distance Education (online) • Add Distance Education (hybrid) • Textbooks • Method of Instruction • Hours (WSCH Lecture and/or Lab) • Catalog Description Update • Schedule Description Update • Course Content (that do not change the overall scope of the course) • Advisory Validation • Six-year review • Title Revision 	30	While the instructor does lecture and demonstrate, much of the class time focuses on discussion, group learning and critiques, and/or formal/informal student presentations. Evaluation and assessment is through individualized written and oral feedback to multiple projects, not standardized tests. During lab hours, the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review. Proposed for Distance Ed (online and hybrid). Title revision FROM Composition for Artists: Advanced Studies TO Composition for Artists: Master Studies. Hours revision FROM Lec 3 Lab 0 TO Lec 2 Lab 4 because the lecture only format does not allow enough time for student interaction, criticism, and supervision of projects done in class.
ART 236 F Intermediate Life Drawing Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • Textbooks • Catalog Description Update • Prerequisite Validation • Six-year review 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ART 244 F Illustration Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • Add Distance Education (online) • Add Distance Education (hybrid) • Schedule Description Update • Methods of Instruction • Methods of Evaluation • Textbooks • Course Content (that do not change the overall scope of the course) • Assignments Revision • Catalog Description Update • Advisory Validation • Six-year review 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review
ART 246 F Advanced Illustration Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • Add Distance Education (online) • Add Distance Education (hybrid) • Assignments Revision • Textbooks • Course Content (that do not change the overall scope of the course) 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds. This course requires a great deal of interaction between the students and the instructor. The	2019 Fall	Six-year review

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Catalog Description Update • Schedule Description Update • Advisory Validation • Six-year review 		current student/teacher ratio should be maintained in order for the students to receive the required amount of personalized instruction and in-class practice on a "one on one" basis with the Instructor. The Instructor will spend time individually with each student demonstrating techniques personalized for the student's imagery.		
ART 258 F Tile I Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • Textbooks • Advisory Validation • Six-year review • Objectives Revision • Catalog Description Update • Schedule Description Update 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review
ART 260 F Tile III Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • CIP Code Revision • Catalog Description Update • Schedule Description Update 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual	2019 Fall	Six-year review

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Course Content (that do not change the overall scope of the course) • Textbooks • Prerequisite Validation • Six-year review • TOPS Code Revision 		instruction as the class proceeds.		
ART 273 F Intermediate Jewelry Casting Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • SAMS Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Assignments Revision • Advisory Deletion • Six-year review • Objectives Revision 	25	Faculty spends an extensive amount of time instructing and supervising students in the proper use of: power tools, pneumatic air tools, grinders, saws, drills, molten metal, soldering, welding and casting molten metals with torches. Students are engaged in the practice of skills that they are learning. The instructor gives individual student instruction.	2019 Fall	Six-year review. Deleted advisory of ART 173 F and ART 174 F because the skills from ART 173 F and ART 174 F that are recommended for ART 273 F are now taught as part of this course as needed.
ART 274 F Advanced Jewelry Casting Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Catalog Description Update 	25	Students are involved in the use of hand and power tools using metals (molten and sheet stock) advanced molds casting and forming. The faculty instructs and supervises in the	2019 Fall	Six-year review

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Advisory Validation • Six-year review • Objectives Revision 		proper use of tools, torches, air tools, grinders, saws, drills, polishers, power rolling mills, metal shear and centrifugal and vacuum caster. Students are engaged in practicing the skills they are learning and the instructor gives individual student instruction as the class proceeds.		
ART 275 F Studio Concepts: Jewelry Casting Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Catalog Description Update • Method of Instruction • Student Learning Outcomes • Advisory Validation • Objectives Revision 	25	This course requires a great deal of interaction between the students and the instructor, and involves individualized feedback at multiple steps in the creative process. There is also an emphasis on individualized instruction regarding the proper use of materials, power tools, chemicals and solvents used in the studio. Students are engaged in practicing of skills they are learning. The instructor gives individual student	2019 Fall	Six-year review

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
			instruction as the class progresses.		
ART 276 F Advanced Jewelry Fabrication Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Catalog Description Update • Schedule Description Update • Method of Instruction • Prerequisite Validation • Six-year review • Objectives Revision 	25	Extensive instruction, lecture, demonstration, observation of student performance, critiquing of student work are expected from an instructor. The instructor spends an extensive amount of time giving individualized instruction and feedback on skill levels. Students perform individually. They are assessed individually. Students' progress and success is proportional to this individual instruction.	2019 Fall	Six-year review
ART 286 F Advanced Life Drawing Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • SAMS Code Revision • Assignments Revision • Textbooks • Course Content (that do not change the overall scope of the course) 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Catalog Description Update • Prerequisite Validation • Six-year review 				
ART 294 F Independent Study: Illustration Units: 1-2 Lecture: 0 Laboratory: 3-6	<ul style="list-style-type: none"> • SAMS Code Revision • Add Distance Education (online) • Add Distance Education (hybrid) • CIP Code Revision • Textbooks • Catalog Description Update • Prerequisite Revision • Six-year review • TOPS Code Revision 	25	Since this course involves extensive one-on-one instruction and evaluation of student work, the class size should reflect this, as the course should be recognized as a rigorous capstone project in the field of Illustration.	2019 Fall	Six-year review. Revised prerequisite from a general statement about previous course requirement to list the specific courses ART 244 F and ART 246 F to meet current requirements to list specific courses.
ART 295 F Independent Study: Painting Units: 1-2 Lecture: 0 Laboratory: 3-6	<ul style="list-style-type: none"> • Textbooks • Catalog Description Update • Prerequisite Validation • Advisory Validation • Six-year review 	25	The students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds. Since this course involves extensive one-on-one instruction and evaluation of student work, the class size should	2019 Fall	Six-year review

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
			reflect this, as the course should be recognized as a rigorous capstone project in the field of painting.		
ART 298 F Arts Internship Units: 2-4 Lecture: 1 Laboratory: 3-9	<ul style="list-style-type: none"> • Classification Code Revision • Add Distance Education (online) • Add Distance Education (hybrid) • Textbooks • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Hours (WSCH Lecture and/or Lab) • Catalog Description Update • Schedule Description Update • Advisory Revision • Six-year review • Unit Revision 	25	This course is customized based on the internship placement and major of the student. Students engage in internships to gain career related experience and apply their academic knowledge to the work environment.	2019 Fall	Added one lecture hour as per campus standard for internship. Resulting units revision from 1-3 to 2-4 units. Advisory revision is only a re-wording for clarity.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
AUTO 050 F Automotive Specialty Practice Units: 2 Lecture: 1 Laboratory: 4	<ul style="list-style-type: none"> • Textbooks • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Corequisite Revision • Six-year review • Class Size Revision • Objectives Revision 	20	<p>Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (E.g. problem sets, scientific experiments, vocational skills, lab reports).</p> <p>Automotive Advisory Committee recommended a 20 student maximum class size because of the intensity of laboratory activities. Minutes are posted in CurriCUNET Attached Files in which the advisory committee discussed and compared the training class sizes of vehicle manufacturers (some of which are committee members). They concluded that the safe and effective teaching of students in the area of automotive technology is no more than 20 students per instructor. This class is taught with a rigorous laboratory</p>	2019 Fall	<p>Six-year review. Class size revised FROM 25 TO 20 due to recommendation of Advisory Board and safety considerations. See Advisory Board meeting minutes in CurriCUNET "Attached Files." Corequisite revision FROM "Concurrent enrollment in any automotive technology course" TO "AUTO 060 F or AUTO 065 F or AUTO 070 F or AUTO 073 F or AUTO 081 F or AUTO 082 F or AUTO 083 F or AUTO 084 F or AUTO 086 F or AUTO 088 F or AUTO 89 or AUTO 090 F or AUTO 091 F," to clarify which courses are considered an advanced level of study.</p>

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
			component with work conducted on live vehicles. Close supervision by the instructor is needed and more than 20 students would negatively affect this aspect of safe supervision by the instructor.		
BIOL 102 F Human Biology Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Textbooks • Method of Instruction • Method of Evaluation • Six-year review • Class Size Revision 	45	The primary mode of instruction is lecture with some discussion and group learning. Evaluation primarily through objective exams.	2019 Fall	Six-year review. Class size revised from 50 to 45 to align with the CSPRD. BIOL 102 F is a lecture course that does not include lab hours so lecture sizes of 50 are not needed to balance labs with 25 students. Lecture courses have a class size of 45 on the CSPRD. Since students do not see the instructor in a more intimate lab setting, increased student-instructor interaction would positively enhance student performance and encourage student

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
					engagement as instructors would be better able to track student learning and customize it in response to need.
BUS 246 F Business Law II Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Catalog Description Update • Prerequisite Deletion 	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Spring	Removing prerequisite that was added by mistake in the last revision. Law courses may be taken independently of the sequence and depending on the major discipline. Course is offered during summer, thus the Spring approval request.
CDES 125 F Observation and Assessment for Early Learning and Development Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Method of Instruction • Assignments Revision • Catalog Description Update • Six-year review • Objectives Revision 	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding,	2019 Fall	Six-year review

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
			structure, style and mechanics.		
CDES 151 F School Age Child: Programs, Curriculum and Guidance Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Assignments Revision • Catalog Description Update • Six-year review • Objectives Revision 	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2019 Fall	Six-year review
CDES 230 F Early Childhood Education Administration: Business Models and Practices Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Assignments Revision • Catalog Description Update • Schedule Description Update • Prerequisite Validation 	30	Class time focuses on discussion, group learning, individualized instruction and/or formal/informal student presentations. Evaluation is through a combination of written assignments, projects and presentations. Requires three or more writing	2019 Fall	Six-year review

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Six-year review • Objectives Revision 		assignments using advanced analytical and critical thinking skills. All writing is assessed for critical thinking, conceptual understanding, structure, style and mechanics.		
CDES 231 F Early Childhood Education Administration: Management Models and Personnel Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Assignments Revision • Schedule Description Update • Prerequisite Validation • Six-year review • Objectives Revision 	30	Class time focuses on discussion, group learning, individualized instruction and/or formal/informal student presentations. Evaluation is through a combination of written assignments and exams. Requires three or more writing assignments using advanced, analytical and critical thinking skills. All writing is assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2019 Fall	Six-year review
CDES 240 F Mentoring and Leadership in Early Childhood Education Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Add Distance Education (online) • Add Distance Education (hybrid) • Textbooks 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual	2019 Fall	Six-year review

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Course Content (that do not change the overall scope of the course) • Method of Instruction • Catalog Description Update • Advisory Validation • Six-year review • Objectives Revision 		instruction as the class proceeds. Methods of instruction include role-play exercises, individual and small group problem solving activities, and individualized feedback on student demonstrations and presentations.		
CIS 226 F Java Programming I Units: 4 Lecture: 4 Laboratory: 0	<ul style="list-style-type: none"> • Textbooks • Catalog Description Update • Schedule Description Update 	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2019 Fall	Catalog and Schedule description updates
CIS 228 F Java Programming II Units: 4 Lecture: 4 Laboratory: 0	<ul style="list-style-type: none"> • Textbooks • Method of Evaluation • Catalog Description Update 	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments	2019 Fall	Updating Catalog and Schedule description

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Schedule Description Update • Advisory Validation 		using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.		
COSM 055CF Cosmetology: Level 3 Units: 10 Lecture: 5.5 Laboratory: 13.5	<ul style="list-style-type: none"> • Schedule Description Update 	25	Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem solving, scientific experiments, vocational skills, lab reports)	2018 Fall	Schedule description updated.
COUN 151 F Career and College Success Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Remove Distance Education (teleweb) • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Catalog Description Update • Schedule Description Update • UC Addition 	30	Class time focuses on individualized instruction such as a comprehensive plan (SEPP), student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, and application to personal experience	2019 Fall	The purpose of this proposal is to revise the course title, content, and objectives to submit for UC approval for Fall 2019. The added content widens the scope of the class to cover academic, personal, and career success for the college student of any age. Title revision FROM Career / Life

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Objectives Revision • Title Revision 		and decision making.		Planning TO Career and College Success. Impacts Interdisc Studies AA: Social Behavior and Self-Development and CSU GE Certificate
COUN 160 F Academic Success Units: 2 Lecture: 2 Laboratory: 0	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Hours (WSCH Lecture and/or Lab) • Catalog Description Update • Schedule Description Update • UC Addition • Objectives Revision • Unit Revision 	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2019 Fall	Proposed for UC transfer. Currently, it is only CSU transferable. Added method of instruction. Hours revision FROM Lec 1 TO Lec 2 because of the added development of an individual educational program plan. Resulting unit revision FROM 1 TO 2 units. Certificates, degrees and transfer options will be discussed and students will have a comprehensive educational plan by the end of the course.
CSTR 005 F Construction Technology Lab	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not 	20	Students in this course use construction and	2019 Fall	Six-year review. Update co-requisite to list

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
Units: .5-2 Lecture: 0 Laboratory: 1.5-6	change the overall scope of the course) <ul style="list-style-type: none"> • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Hours (WSCH Lecture and/or Lab) • CIP Code Revision • Catalog Description Update • Schedule Description Update • Corequisite Revision • Six-year review • Objectives Revision 		industrial type tools and equipment, which, contain sharp cutting edges, high RPMs, and are electrically energized. These tools and equipment can present a danger to students if the correct safety methods and procedures are not used. Thus, proper supervision of a maximum of 20 students is a required. This requirement has been approved by the Construction Technology Advisory Committee and aligns with the maximum number of students allowed for safety concerns per the National Science Teacher Association Safety Advisory Board Study in 2014, which, shows that injuries increase dramatically with class sizes above 20. Advisory Committee minutes and NSTA Safety study are posted in Attached Files in CurriCUNET.		all courses. Update student learning outcomes and objectives. Lab hours revision FROM Lab 4 TO Lab 1.5-6 to align with the state standards.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
CSTR 006 F Residential Plumbing and Mechanical Systems Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Six-year review • TOPS Code Revision • FSA Code Revision • Objectives Revision 	20	Students in this course use industrial type equipment and tools which use electrical current. Electricity can present a danger to students if the correct methods and procedures are not used hence proper supervision of students is a must. Maximum number of students allowed for safety concerns and per the request of the advisory committee is 20. This number is also in alignment with the National Science Teacher Association Safety Advisory Board Study in 2014 which shows that injuries increase dramatically with class sizes above 20. Advisory Committee minutes and NSTA Safety study are posted in Attached Files in CurriCUNET.	2019 Fall	Six-year review
CSTR 007 F Residential Electrical Systems Units: 2 Lecture: 1.5 Laboratory: 1.5	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Course Content (that do not change the 	20	Students in this course use industrial type equipment and tools for working with electrical	2019 Fall	Six-year review. Units correction to update CurriCUNET records - catalog already shows 2

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	overall scope of the course) <ul style="list-style-type: none"> • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Catalog Description Update • Schedule Description Update • Six-year review • FSA Code Revision • Objectives Revision 		current and components. Electricity can present a danger to students if the correct methods and procedures are not used hence proper supervision of students is a must. Maximum number of students allowed for safety concerns and per the request of the advisory committee is 20. This number is also in alignment with the National Science Teacher Association Safety Advisory Board Study in 2014 which shows that injuries increase dramatically with class sizes above 20. Advisory Committee minutes and NSTA Safety study are posted in Attached Files in CurriCUNET.		units for CSTR 007 F in course listing and all impacted programs.
CSTR 014 F Contractor's License Law Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • SAMS Code Revision • CIP Code Revision • Textbooks • Student Learning Outcomes • Method of Instruction 	35	Instructor lectures much of the class time with discussions, group learning, and informal student presentations/reports. Instructional videos or media may be used to	2019 Fall	Six-year review. Class size revision from 25 to 35 to align with the CSPRD.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Method of Evaluation • Assignments Revision • Catalog Description Update • Class Size Revision • Six-year review • Objectives Revision 		<p>support lectures or group learning. Evaluation is primarily through objective exams/quizzes, writing assignments and class participation. Written report assignments are assessed mostly for concepts and structure.</p>		
<p>CSTR 015 F Construction Management Units: 3 Lecture: 3 Laboratory: 0</p>	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Six-year review • Class Size Revision • Objectives Revision 	35	<p>Instructor lectures much of the class time with discussions, group learning, and informal student presentations/reports. Instructional videos or media may be used to support lectures or group learning. Evaluation is primarily through objective exams/quizzes, writing assignments and class participation. Written report assignments are assessed mostly for concepts and structure.</p>	2019 Fall	<p>Six-year review. Class size revision from 25 to 35 to align with the CSPRD.</p>

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
CSTR 016 F Business Administration for the Construction Industry Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Six-year review • Objectives Revision 	35	Instructor lectures much of the class time with discussions, group learning, and informal student presentations/reports. Instructional videos or media may be used to support lectures or group learning. Evaluation is primarily through objective exams/quizzes, writing assignments and class participation. Written report assignments are assessed mostly for concepts and structure.	2019 Fall	Six-year review
CSTR 020 F Remodeling and Additions Construction I Units: 4 Lecture: 2 Laboratory: 6	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Catalog Description Update • Schedule Description Update • Prerequisite Validation • Six-year review • Objectives Revision 				
CSTR 022 F Remodeling and Additions Construction II Units: 4 Lecture: 2 Laboratory: 6	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Prerequisite Revision • Six-year review • Objectives Revision 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review. Prerequisite revision FROM CSTR 102 F TO CSTR 020 F and CSTR 102 F. Adding CSTR 020 F as an additional prerequisite because CSTR 020 F is the sequential course to be taken before CSTR 022 F.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
CSTR 028 F Introduction to Alternative Energy Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • SAMS Code Revision • Class Size Revision • CIP Code Revision • Textbooks • Hours (WSCH Lecture and/or Lab) • Catalog Description Update • Schedule Description Update • Six-year review • Objectives Revision • Unit Revision • Title Revision 	35	Instructor lectures much of the class time with discussions, group learning, and informal student presentations/reports. Instructional videos or media may be used to support lectures or group learning. Evaluation is primarily through objective exams/quizzes, writing assignments and class participation. Written report assignments are assessed mostly for concepts and structure.	2019 Fall	Six-year review. Units revised FROM 2 TO 3 due to change in number of lecture hours. Lecture hours revised FROM 2 TO 3 because of additional course content necessary to cover information needed. Class size revision from 25 to 35 to align with CSPRD. Title revised FROM "Introduction to Alternate Energy" TO "Introduction to Alternative Energy."
CSTR 030 F Construction Plans Reading Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Add Distance Education (hybrid) • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction 	25	Students are engaged in practicing the skill(s) they are learning such as print reading and planning. The instructor gives each student individual instruction as the class proceeds and evaluates their progress.	2019 Fall	Six-year review. Title revision FROM Construction Blueprint Reading TO Construction Plans Reading to reflect current technology; update description. Class size revision from 20 to 25 to align with the CSPRD.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Method of Evaluation • Assignments Revision • Catalog Description Update • Six-year review • FSA Code Revision • Class Size Revision • Objectives Revision • Title Revision 				
CSTR 031 F International Building Code Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Textbooks • Class Size Revision • Course Content (that do not change the overall scope of the course) • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Six-year review • Objectives Revision 	35	Instructor lectures much of the class time with discussions, group learning, and informal student presentations/reports. Instructional videos or media may be used to support lectures or group learning. Evaluation is primarily through objective exams/quizzes, writing assignments and class participation. Written report assignments are assessed mostly for concepts and structure.	2019 Fall	Six-year review. Class size revision from 30 to 35 to align with CSPRD.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
CSTR 032 F Uniform Plumbing Code Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Catalog Description Update • Schedule Description Update • Six-year review • TOPS Code Revision • Class Size Revision • Objectives Revision 	35	<p>Instructor lectures much of the class time with discussions, group learning, and informal student presentations /reports. Instructional videos or media may be used to support lectures or group learning. Evaluation is primarily through objective exams/quizzes, writing assignments and class participation. Written report assignments are assessed mostly for concepts and structure.</p>	2019 Fall	Six-year review. Class size revision from 25 to 35 be in alignment with CSPRD document.
CSTR 033 F Commercial Construction Blueprint Reading Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Add Distance Education (hybrid) • Class Size Revision • Textbooks • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update 	35	<p>Instructor lectures much of the class time with discussions, group learning, and informal student presentations/reports. Instructional videos or media may be used to support lectures or group learning. Evaluation is primarily through objective</p>	2019 Fall	Six-year review. Added Advisory "Knowledge and understanding of residential blueprints" as these skills are recommended for this course. Class size revised from 25 to 35 to align with CSPRD.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Schedule Description Update • Advisory Addition • Six-year review • Objectives Revision 		exams/quizzes, writing assignments and class participation. Written report assignments are assessed mostly for concepts and structure		
CSTR 034 F National Electrical Code Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Six-year review • TOPS Code Revision • Class Size Revision • Objectives Revision 	35	Instructor lectures much of the class time with discussions, group learning, and informal student presentations/reports. Instructional videos or media may be used to support lectures or group learning. Evaluation is primarily through objective exams/quizzes, writing assignments and class participation. Written report assignments are assessed mostly for concepts and structure.	2019 Fall	Six-year review. Class size revised FROM 25 TO 35 to align with the CSPRD.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
CSTR 035 F California Accessibility and Energy Codes Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Textbooks • Class Size Revision • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Six-year review • Objectives Revision 	35	Instructor lectures much of the class time with discussions, group learning, and informal student presentations/reports. Instructional videos or media may be used to support lectures or group learning. Evaluation is primarily through objective exams/quizzes, writing assignments and class participation. Written report assignments are assessed mostly for concepts and structure.	2019 Fall	Six-year review. Class size revised FROM 30 TO 35 to align with the CSPRD.
CSTR 038 F Uniform Mechanical Code Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update 	35	Instructor lectures much of the class time with discussions, group learning, and informal student presentations/reports. Instructional videos or media may be used to support lectures or group learning. Evaluation is primarily through objective exams/quizzes, writing assignments	2019 Fall	Six-year review. Class size revised FROM 25 TO 35 to align with the CSPRD.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Schedule Description Update • Six-year review • TOPS Code Revision • Class Size Revision • Objectives Revision 		and class participation. Written report assignments are assessed mostly for concepts and structure. Group discussions (pros and cons) regarding state of California codes is essential to the individual learning the subject matter.		
CSTR 040 F Building Design-Hazard Materials Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Six-year review • TOPS Code Revision • Class Size Revision 	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Six-year review; Class size increased FROM 20 TO 35 to align with the CSPRD.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> Objectives Revision 				
CSTR 041 F International Residential Code Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> CIP Code Revision Textbooks Course Content (that do not change the overall scope of the course) Method of Instruction Method of Evaluation Assignments Revision Catalog Description Update Schedule Description Update Six-year review Class Size Revision Objectives Revision 	35	Instructor lectures much of the class time with discussions, group learning, and informal student presentations/reports. Instructional videos or media may be used to support lectures or group learning. Evaluation is primarily through objective exams/quizzes, writing assignments and class participation. Written report assignments are assessed mostly for concepts and structure.	2019 Fall	Six-year review. Class size revision from 25 to 35 to align with CSPRD.
CSTR 042 F Residential Steel Frame Construction Units: 4 Lecture: 3 Laboratory: 3	<ul style="list-style-type: none"> Textbooks Course Content (that do not change the overall scope of the course) Method of Instruction Method of Evaluation Assignments Revision 	20	Students in this course use industrial type equipment and tools with sharp cutting edges being used by students in a lab to cut wood parts. These machines have rotating metal cutters which can present a danger to	2019 Fall	Six-year review

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Catalog Description Update • Schedule Description Update • Six-year review • Objectives Revision 		students if the correct methods and procedures are not used hence proper supervision of students is a must. Maximum number of students allowed for safety concerns and per the request of the advisory committee is 20. This number is also in alignment with the National Science Teacher Association Safety Advisory Board Study in 2014 which shows that injuries increase dramatically with class sizes above 20. Advisory Committee minutes and NSTA Safety study are posted in Attached Files in CurriCUNET.		
CSTR 050 F Computer Design Software for the Contractor Units: 2 Lecture: 1.5 Laboratory: 2.5	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision 	25	Attention to detail in this architectural design software course is important to student success. This course allows the instructor to provide extensive individualized feedback/evaluation on a regular basis during lab. (E.g. construction and architectural	2019 Fall	Six-year review. Class size changed FROM 20 TO 25 per directions from VPI and Curriculum Committee.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Catalog Description Update • Six-year review • Class Size Revision • Objectives Revision 		problems, creating design blueprints, material lists, etc.)		
CSTR 060 F Computer Estimating in Construction Units: 3 Lecture: 2 Laboratory: 3	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Six-year review • FSA Code Revision • Class Size Revision • Objectives Revision 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review. Class size revision from 20 to 25 to align with the CSPRD.
CSTR 065 F Construction Project Scheduling Units: 3 Lecture: 2 Laboratory: 3	<ul style="list-style-type: none"> • Textbooks • Method of Instruction • Method of Evaluation 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor	2019 Fall	Six-year review

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Assignments Revision • Catalog Description Update • Schedule Description Update • Six-year review • Objectives Revision 		gives each student individual instruction as the class proceeds.		
CSTR 100 F Residential Construction Units: 4 Lecture: 3 Laboratory: 3	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Six-year review • TOPS Code Revision • FSA Code Revision • Objectives Revision • Title Revision (do not use after August 2018) 	20	Students in this course use construction and industrial type tools and equipment, which, contain sharp cutting edges, high RPMs, and are electrically energized. These tools and equipment can present a danger to students if the correct safety methods and procedures are not used. Thus, proper supervision of a maximum of 20 students is a required. This requirement has been approved by the Construction Technology Advisory Committee and aligns with National Science Teacher Association (NSTA) Safety	2019 Fall	Six-year review. Title Revision FROM Beginning Residential Const TO Residential Construction (spell out last word)

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
			Advisory Board Study in 2014, which, shows that injuries increase dramatically with class sizes above 20. Advisory Committee minutes and NSTA Safety study are posted in Attached Files in CurriCUNET.		
CSTR 102 F Residential Finish Carpentry Units: 4 Lecture: 3 Laboratory: 3	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Catalog Description Update • Schedule Description Update • Six-year review • FSA Code Revision • Objectives Revision 	20	Students in this course use industrial type equipment and tools with sharp cutting edges being used by students in a lab to cut wood parts. These machines have rotating metal cutters which can present a danger to students if the correct methods and procedures are not used hence proper supervision of students is a must. Maximum number of students allowed for safety concerns and per the request of the advisory committee is 20. This number is also in alignment with the National Science Teacher Association Safety Advisory Board	2019 Fall	Six-year review

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
			Study in 2014 which shows that injuries increase dramatically with class sizes above 20. Advisory Committee minutes and NSTA Safety study are posted in Attached Files in CurriCUNET.		
CSTR 104 F Concrete and Masonry Units: 3 Lecture: 2.5 Laboratory: 1.5	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Method of Instruction • Method of Evaluation • Catalog Description Update • Schedule Description Update • Six-year review • FSA Code Revision • Objectives Revision 	20	Students in this course use industrial type equipment and tools with sharp cutting edges. These machines have rotating metal cutters which can present a danger to students if the correct methods and procedures are not used hence proper supervision of students is a must. Maximum number of students allowed for safety concerns and per the request of the advisory committee is 20. This number is also in alignment with the National Science Teacher Association Safety Advisory Board Study in 2014 which shows that injuries increase dramatically with	2019 Fall	Six-year review

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
			class sizes above 20. Advisory Committee minutes and NSTA Safety study are posted in Attached Files in CurriCUNET.		
CSTR 108 F Surveying for Builders Units: 2 Lecture: 1 Laboratory: 3	<ul style="list-style-type: none"> • Textbooks • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Six-year review • FSA Code Revision • Objectives Revision 	20	Maximum number of students allowed per the request of the advisory committee is 20. This number is also in alignment with the National Science Teacher Association Safety Advisory Board Study in 2014 which shows that injuries increase dramatically with class sizes above 20. Advisory Committee minutes and NSTA Safety study are posted in Attached Files in CurriCUNET.	2019 Fall	Six-year review
CSTR 110 F Residential Estimating Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision 	35	Instructor lectures much of the class time with discussions, group learning, and informal student presentations/reports. Instructional videos or media may be used to support lectures or group learning. Evaluation is primarily through	2019 Fall	Six-year review. Class size revision from 25 to 35 to align with CSPRD.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Catalog Description Update • Schedule Description Update • Class Size Revision • Six-year review • FSA Code Revision • Objectives Revision 		objective exams/quizzes, writing assignments and class participation. Written report assignments are assessed mostly for concepts and structure.		
CSTR 112 F Construction Materials, Specifications and Purchasing Units: 2 Lecture: 2 Laboratory: 0	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Class Size Revision • Six-year review • Objectives Revision 	35	Instructor lectures much of the class time with discussions, group learning, and informal student presentations/reports. Instructional videos or media may be used to support lectures or group learning. Evaluation is primarily through objective exams/quizzes, writing assignments and class participation. Written report assignments are assessed mostly for concepts and structure.	2019 Fall	Six-year review. Class size revision from 25 to 35 to align with CSPRD.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
CSTR 116 F Residential Construction Practice I Units: 4 Lecture: 2 Laboratory: 6	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Prerequisite Validation • Six-year review • Objectives Revision • Title Revision (do not use after August 2018) 	20	Students in this course use industrial type equipment and tools with sharp cutting edges being used by students in a lab to cut wood parts. These machines have rotating metal cutters which can present a danger to students if the correct methods and procedures are not used hence proper supervision of students is a must. Maximum number of students allowed for safety concerns and per the request of the advisory committee is 20. This number is also in alignment with the National Science Teacher Association Safety Advisory Board Study in 2014 which shows that injuries increase dramatically with class sizes above 20. Advisory Committee minutes and NSTA Safety study are posted in Attached Files in CurriCUNET.	2019 Fall	Six-year review. Title revision FROM Residential Construction Practice II TO Residential Construction Practice I, this was a typo in CURRICUNET from years ago. Added missing TOP code; updated SLOs and added assessments. Correct prerequisite in CurriCUNET records - catalog already shows prerequisite of CSTR 100 F.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
DANC 100 F Dance Appreciation Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Catalog Description Update • Class Size Revision • CSU GE Addition GE: Associate Degree General Education Requirements • Area C1: Arts and Humanities - Visual Arts, Music, Theatre and Dance 	35	Student presentations and group learning. Multiple writing assignments demonstrating critical thinking skills.	2019 Fall	Class size revision from 25 to 35 to align with CSRPD. This course is proposed for CSU GE Area C1 instead of CSU GE Area E (currently approved for Area E). AA GE Area C1 added to update CurriCUNET records (already approved).
DANC 112 F Jazz II Units: 2 Lecture: 1 Laboratory: 3	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Hours (WSCH Lecture and/or Lab) • Catalog Description Update 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review. Hours FROM Lec 0 Lab 2 TO Lec 1 Lab 3 and resulting unit revision FROM 1 to 2 units to align with CSUs and the Carnegie unit. Class size revision from 30 to 25 for consistency with other dance courses and the CSRPD.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Schedule Description Update • Prerequisite Validation • Six-year review • TOPS Code Revision • Class Size Revision • Objectives Revision • Unit Revision 				
DANC 210 F Multicultural Dance in the U.S. Today Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Multicultural Requirement • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Six-year review • Objectives Revision • Fee Deletion • GE: Associate Degree General 	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Six-year review. Update Multicultural Screen for CurriCUNET records - this course is already approved to meet Multicultural Requirement. Fee deletion - free/low cost concerts are available.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	Education Requirements <ul style="list-style-type: none"> • Area C1: Arts and Humanities - Visual Arts, Music, Theatre and Dance 				
ENGL 209 F Intermediate Creative Writing Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Classification Code Revision • SAMS Code Revision • Grading Options Revision • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Prerequisite Revision • Advisory Deletion • Six-year review 	27	Evaluation mostly through writing assignments with a minimum of 6000-8000 words. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics. For developmental classes, the amount of words may be less, but the amount of assignments and scope of assessment are similar to a transfer-level course.	2020 Spring	Six-year review. Textbooks. Class size is being revised FROM 25 TO 27, in order to align with the class size document, and to reflect the writing assignments and methods of instruction and evaluation of this revised course. Prerequisite revision FROM ENGL 100 F or ENGL 100HF TO ENGL 105 F because the English Department and the Creative Writing committee expects ENGL 209 F students to have completed a lower-division, introductory creative writing

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • TOPS Code Revision • FSA Code Revision • Class Size Revision • CSU Addition • UC Addition • Objectives Revision • AA GE Addition • GE: • Associate Degree General Education Requirements • Area C2: Arts and Humanities - Literature, Philosophy, Religion and Foreign Language 				<p>course before enrolling in ENGL 209 F, since ENGL 209 F explores more intermediate methods of preparation for careers in writing, editing and publishing. Removed advisory of ENGL 102 F or ENGL 102HF because it is no longer appropriate preparation for ENGL 209 F, given ENGL 209 F's emphasis on practical creative writing, editing and publishing skills. Proposed for AA GE area C2 for two primary reasons. The first reason is this one: ENGL 254 F and ENGL 255 F, which are courses in intermediate creative writing in particular genres, are listed for AA GE area C2. The second reason is that students who have taken an</p>

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
					introductory creative writing course at another college, but that other course did not satisfy AA GE area C2, would be eligible to take ENGL 209 F and satisfy AA GE area C2.
ETHS 101 F American Ethnic Studies Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Add Distance Education(hybrid) • Add Distance Education(online) • Assignments Revision • Catalog Description Update • Course Content (that do not change the overall scope of the course) • Hours (WSCH Lecture and/or Lab) • Method of Evaluation • Method of Instruction • Multicultural Requirement • Objectives Revision • Schedule Description Update • Student Learning Outcomes 	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and formal/informal student presentations. In addition, class time will focus on individualized instruction and written assignments will receive individualized feedback. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2020 Fall	Course already approved to satisfy the Multicultural Requirement (updating C-Net records.) We are adding the option to have distance education (hybrid and online), updating the catalog description, updating the course content to be in line with updates in the field of ethnic studies, deleting the lab requirements so that the class meets 3 hours per week/54 hours per semester for a new total of 3 units and not 4

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Textbooks • Unit Revision • GE: • Associate Degree General Education Requirements • Area D1: Social and Behavioral Sciences - Social, Political and Economic Institutions 				units, we are revising the objectives and learning outcomes, and updating the textbooks to be within the six-year requirement. UNITS CHANGED FROM: 4 TO 3. CSU GE Area D3 revised to Area D to update CNET records.
ETHS 129 F Introduction to African-American Studies Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Multicultural Requirement • Add Distance Education (online) • Add Distance Education (hybrid) • Textbooks • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Catalog Description Update • Schedule Description Update • Six-year review GE: Associate Degree General	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Six-year review. We are adding the option to have distance education (hybrid and online), updating textbooks to meet five year requirement, updating the course to meet the multicultural requirement, and updating the course and schedule descriptions to include field trips and activities outside of class and to be in line with updates in the field of Ethnic Studies. Class size

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	Education Requirements <ul style="list-style-type: none"> • Area D1: Social and Behavioral Sciences - Social, Political and Economic Institutions 				changed for consistency with other African-American history courses. CSU GE Area changed to general D, instead of outdated specific sub-area within Area D.
ETHS 130 F African-American History I Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Multicultural Requirement • Add Distance Education (online) • Add Distance Education (hybrid) • Textbooks • Method of Instruction • Assignments Revision • Catalog Description Update • Schedule Description Update • Six-year review • Objectives Revision GE: Associate Degree General Education Requirements <ul style="list-style-type: none"> • Area D1: Social and Behavioral Sciences - Social, Political and 	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure	2019 Fall	We are adding the option to have distance education (hybrid and online), proposing the course to meet the multicultural requirement. Course is already approved to satisfy CSU Graduation Requirement: US History, Constitution & American Ideals - U.S. History (correcting CURRICUNET records).

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	Economic Institutions				
ETHS 131 F African-American History II Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Multicultural Requirement • Add Distance Education (online) • Add Distance Education (hybrid) • Textbooks • Student Learning Outcomes • Method of Instruction • Assignments Revision • Catalog Description Update • Schedule Description Update GE: Associate Degree General Education Requirements <ul style="list-style-type: none"> • Area D1: Social and Behavioral Sciences - Social, Political and Economic Institutions 	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	We are adding the option to have distance education (hybrid and online), proposing the course to meet the multicultural requirement. Course is already approved to satisfy CSU Graduation Requirement: US History, Constitution & American Ideals - U.S. History (correcting CurriCUNET records).

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ETHS 160 F History of the Native Americans Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Multicultural Requirement • Add Distance Education (online) • Add Distance Education (hybrid) • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Six-year review • Objectives Revision <p>GE: Associate Degree General Education Requirements</p> <ul style="list-style-type: none"> • Area D1: Social and Behavioral Sciences - Social, Political and Economic Institutions 	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure. Field trips are a required component in this course, and involve direct supervision of students, as well as individualized instruction.	2019 Fall	Six-year review. Course is already approved to satisfy the multicultural graduation requirement; updating CurriCUNET records. Correction to GE screen to add missing areas for AA GE and CSU GE Area D3 to Area D - records update only. Class size revised for consistency with other courses in the discipline with the same pedagogy and to align with CSPRD.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ETHS 199 F Ethnic Studies Independent Study Units: 1 Lecture: 0 Laboratory: 3	<ul style="list-style-type: none"> • Add Distance Education (online) • Add Distance Education (hybrid) • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Six-year review 	25	This is a one-to-one student/instructor ratio course, with student research and fieldwork supervised by the instructor.	2019 Fall	Six-year review. Proposed for distance ed (online and hybrid).
ETHS 299 F Ethnic Studies Advanced Independent Study Units: 1 Lecture: 0 Laboratory: 3	<ul style="list-style-type: none"> • Add Distance Education (online) • Add Distance Education (hybrid) • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Evaluation 	25	This is a one-to-one student/instructor ratio course, with student research and fieldwork supervised by the instructor.	2019 Fall	Six-year review

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Assignments Revision • Catalog Description Update • Six-year review 				
FASH 188 F Apparel Production Units: 2 Lecture: 1 Laboratory: 3	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Evaluation • Catalog Description Update • Prerequisite Validation • Corequisite Deletion • FSA Code Revision 	25	This course utilizes the Sewing Laboratory and requires garment(s) preparation and individual projects. Intensive individualized instruction and supervision of apparel preparation and sewing projects are required. This also includes close supervision to maintain student safety on machines related to the apparel industry. A larger class would not allow for the many presentations or adequate supervision. The student projects utilize specialized equipment, body forms and industrial pattern layouts that replicate the apparel industry.	2019 Fall	Remove Corequisite FASH 297 as skills can be acquired in a variety of ways.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
FOOD 110 F Food Safety and Sanitation Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Add Distance Education (online) • Add Distance Education (hybrid) • Textbooks • Student Learning Outcomes • Method of Instruction • Assignments Revision • Catalog Description Update • Schedule Description Update 	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Adding distance education (online or hybrid) as an option for methods of instruction.
HIST 110 F Western Civilizations to 1550 Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Multicultural Requirement • Textbooks • Course Content (that do not change the overall scope of the course) • Assignments Revision • Catalog Description Update • Title Revision GE: Associate Degree General Education Requirements • Area D1: Social and Behavioral Sciences - Social, Political and 	40	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation is through objective and essay exams. Writing assignments are assessed for concepts and structure.	2019 Fall	The FC History Department is changing the course title FROM "Western Civilization I" TO "Western Civilizations to 1550." This change will provide students with greater clarity about course content. It will also help remove the impression that students have to take 110 before taking 111. Students can take the courses in either order,

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	Economic Institutions				so having I and II in the titles is misleading. Corrected minor typographical errors in Course Content. Updated format of SLO's. Title Revision. Updated Textbooks. Course already approved for multicultural. Removed "UC Credit Limitation" from catalog description, since it is inaccurate. Title revision impacts the Interdisciplinary Studies AA: Social Sciences and Interdisciplinary Studies AA: Arts and Human Expression, CSU GE Certificate and IGETC Certificate.
HIST 110HF Honors Western Civilizations to 1550 Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Multicultural Requirement • Textbooks • Course Content (that do not change the 	25	The Fullerton College Honors Advisory Board recommends a maximum number of 25 students for a seminar-style	2019 Fall	Title revision FROM "Honors Western Civilization I" TO "Honors Western Civilizations to

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<p>overall scope of the course)</p> <ul style="list-style-type: none"> • Method of Evaluation • Assignments Revision • Catalog Description Update • Title Revision <p>GE: Associate Degree General Education Requirements</p> <p>Area D1:</p> <ul style="list-style-type: none"> • Social and Behavioral Sciences - Social, Political and Economic Institutions 		<p>honors course. This honors course will be taught as a seminar to allow for in-depth class discussion and student presentations.</p>		<p>1550." This change will provide students with greater clarity about course content. It will also help remove the impression that students have to take 110 before taking 111. Students can take the courses in either order, so having I and II in the titles is misleading. Course already approved for Multicultural Requirement; updating CURRICUNET records. Removed "UC Credit Limitation" from catalog description, since it is inaccurate. Title revision impacts the Interdisciplinary Studies AA: Social Sciences and Interdisciplinary Studies AA: Arts and Human Expression. CSU</p>

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
					GE Area corrected from D6 to D to update CurriCUNET records.
HIST 111 F Western Civilizations since 1550 Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Multicultural Requirement • Textbooks • Student Learning Outcomes • Assignments Revision • Catalog Description Update • Schedule Description Update • Objectives Revision • Title Revision GE: Associate Degree General Education Requirements <ul style="list-style-type: none"> • Area C2: Arts and Humanities - Literature, Philosophy, Religion and Foreign Language 	40	While the instructor does lecture, much of the class time focuses on discussion, group learning, formal/informal student presentations and several types of writing, such as essay, book review, research paper, journal, original source analysis, and news analysis. Evaluation is based on objective and/or essay exams, and writing assignments which are assessed for critical analysis and structure.	2019 Fall	Title of course was changed from "Western Civilization II" to "Western Civilizations since 1550". The revised title conforms to current best practices for transfer courses, better describes the course content to students, and removes the inference that students need to take early Western Civilization (formerly "Western Civilization I") before they take this course. Also fixed typos in the schedule and catalog descriptions, and the SLOs. Corrected CurriCUNET records in GE screen to

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
					include: AA GE AREA C2 AND D1; CSU GE AREA C2 AND D. Updated MC information; course was already approved for MC. Impacts Interdisciplinary Studies: Emphasis in Social Sciences AA and Interdisciplinary Studies: Emphasis in Arts and Human Expression AA. Removed "UC Credit Limitation" from catalog description, since it is inaccurate.
HIST 111HF Honors Western Civilizations since 1550 Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Multicultural Requirement • Textbooks • Student Learning Outcomes • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update 	25	The Fullerton College Honors Advisory Board recommends a maximum number of 25 students for a seminar-style honors course. The history honors course will be taught as a seminar to allow for in-depth class discussion and	2019 Fall	Title of course was changed from "Honors Western Civilization II" to "Honors Western Civilizations since 1550". The revised title conforms to current best practices for transfer courses, better describes

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Objectives Revision • Title Revision GE: Associate Degree General Education Requirements <ul style="list-style-type: none"> • Area C2: Arts and Humanities - Literature, Philosophy, Religion and Foreign Language 		student presentations.		the course content to students, and removes the inference that students need to take early Western Civilization (formerly "Honors Western Civilization I") before they take this course. Also fixed minor typos in the schedule and catalog descriptions. Corrected CurriCUNET records to include GE screen information: AA GE AREA C2 AND D1; CSU GE AREA C2 AND D. Title change impacts Interdisciplinary Studies: Emphasis in Social Sciences AA and Interdisciplinary Studies: Emphasis in Arts and Human Expression AA. Removed "UC Credit

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
					Limitation" from catalog description, since it is inaccurate.
HIST 112 F World Civilizations to 1550 Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Multicultural Requirement • Textbooks • Student Learning Outcomes • Catalog Description Update • Schedule Description Update • Title Revision GE: Associate Degree General Education Requirements <ul style="list-style-type: none"> • Area D1: Social and Behavioral Sciences - Social, Political and Economic Institutions 	40	The primary mode of instruction is lecture, discussion, and individual and group exercises. Evaluation is through objective and written exams and writing assignments.	2019 Fall	To conform to current best practices for transfer courses, to better describe the course to students, and to remove the inference that the first half of the World Civilization sequence needs to be taken before the second half, the title will include dates and not the Roman numeral "I." Title change FROM: World Civilizations I, TO: World Civilizations to 1550. Update Multicultural screen only - already approved for multicultural. Add CSU GE Area D to update CurriCUNET records. Title

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
					revision impacts two Interdisciplinary Studies degrees-- Social Sciences and Arts and Human Expression. Removed "UC Credit Limitation" from catalog description, since it is inaccurate.
HIST 112HF Honors World Civilizations to 1550 Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Multicultural Requirement • Textbooks • Method of Evaluation • Catalog Description Update • Title Revision GE: Associate Degree General Education Requirements <ul style="list-style-type: none"> • Area C2: Arts and Humanities - Literature, Philosophy, Religion and Foreign Language 	25	The Fullerton College Honors Advisory Board recommends a maximum number of 25 students for a seminar-style honors course. The history honors course will be taught as a seminar to allow for in-depth class discussion and student presentations.	2019 Fall	To conform to current best practices for transfer courses, to better describe the course to students, and to remove the inference that the first half of the World Civilization sequence needs to be taken before the second half, the title will include dates and not the Roman numeral "I." The title changes FROM Honors World Civilizations II TO Honors World Civilizations to

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
					<p>1550. Updating CurriCUNET records to include Multicultural Req information. Updated SLO format only. Addition of Area C2 and Area D to the CSU GE requirements. Addition of Area C2 to AA GE on Gen Ed screen to update CURRICUNET records. Addition of one textbook published within five years of 2018. Title revision impacts 2 Interdisciplinary Studies degrees-- Social Sciences and Arts and Human Expression. Removed "UC Credit Limitation" from catalog description, since it is inaccurate.</p>

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
HIST 113 F World Civilizations Since 1550 Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Multicultural Requirement • Textbooks • Catalog Description Update • Title Revision GE: Associate Degree General Education Requirements <ul style="list-style-type: none"> • Area D1: Social and Behavioral Sciences - Social, Political and Economic Institutions 	40	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	To conform to current best practices for transfer courses, to better describe the course to students, and to remove the inference that the first half of the World Civilizations sequence needs to be taken before the second half, the title is being revised to include dates and not the Roman numeral "II." Title revision FROM World Civilizations II TO World Civilizations Since 1550. Updating CurriCUNET records to include Multicultural Req information (already approved for Multicultural). Updated textbooks. Per Articulation Officer, updated Gen Ed screen.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
					Removed credit limitation on UC in catalog description to correct CurriCUNET records as per articulation officer. Added AA GE Area C2, CSU GE Areas C2 and D, and IGETC Area 3B to update CURRICUNET records. Title revision impacts these Interdisciplinary Studies AA Degrees: Emphasis in Arts and Human Expression, and Social Sciences.
HIST 113HF Honors World Civilizations Since 1550 Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Multicultural Requirement • Textbooks • Catalog Description Update • Title Revision GE: Associate Degree General Education Requirements <ul style="list-style-type: none"> • Area C2: Arts and Humanities - Literature, Philosophy, Religion and 	25	The Fullerton College Honors Advisory Board recommends a maximum number of 25 students for a seminar-style honors course. The history honors course will be taught as a seminar to allow for in-depth class discussion and student presentations.	2019 Fall	To conform to current best practices for transfer courses, to better describe the course to students, and to remove the inference that the first half of the World Civilization sequence needs to be taken before the second half, the

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	Foreign Language				<p>title is being revised to include dates and not the Roman numeral "II." Title revision FROM Honors World Civilizations II TO Honors World Civilizations Since 1550. Updated textbooks. Removed credit limitation on UC in catalog description to correct CurriCUNET records as per articulation officer. Added AA GE Area C2 and CSU GE Area D to update CURRICUNET records. Update multicultural screen for CurriCUNET records - course is already approved for multicultural. Title revision impacts the following programs/degrees: Interdisciplinary Studies:</p>

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
					Emphasis in Social Sciences AA and Interdisciplinary Studies: Emphasis in Arts and Human Expression AA.
HIST 127 F Survey of United States History Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Assignments Revision • Catalog Description Update • Schedule Description Update • Title Revision 	40	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Title Revision to reflect more accurately the geographic area of study and to align with titles of other FC history courses. CSU GE Area D added to update CURRICUNET records. Title revision FROM Survey of American History TO Survey of United States History. Articulation officer - please update the three impacted Interdisciplinary Studies AA degrees - Social Science, Arts and Human Expression, and Emphasis in Social Behavior and Self-Development.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
HIST 170 F History of the United States to 1877 Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Catalog Description Update • Schedule Description Update • Title Revision 	40	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Title revision FROM "History of the United States I" TO "History of the United States to 1877." This change will provide students with greater clarity about course content. It will also help remove the impression that students have to take 170 before taking 171. Students can take the courses in either order, so having I and II in the titles is misleading. Title revision has an impact on 3 Interdisciplinary Studies degrees: Social Sciences, Arts and Human Expression, and Social Behavior and Self-Development. Corrected minor typographical errors in Course Content. Updated format of SLO's. Title Revision. Updated

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
					Textbooks. CSU GE Area D added to update C-Net records.
HIST 170HF Honors History of the United States to 1877 Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Add Distance Education (hybrid) • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Evaluation • Catalog Description Update • Schedule Description Update • Title Revision 	25	The Fullerton College Honors Advisory Board recommends a maximum number of 25 students for a seminar-style honors course. The history honors course will be taught as a seminar to allow for in-depth class discussion and student presentations.	2019 Fall	The FC History Department is changing the course title FROM "Honors History of the United States I" TO "Honors History of the United States to 1877." This change will provide students with greater clarity about course content. It will also help remove the impression that students have to take 170 before taking 171. Students can take the courses in either order, so having I and II in the titles is misleading. Title revision has an impact on 3 Interdisciplinary Studies degrees: Social Sciences, Arts and Human Expression, and Social Behavior

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
					and Self-Development. Corrected minor typographical errors in Course Content. Updated format of SLO's. Title Revision. AA GE Area C2, CSU GE Area C2 and Area D approvals added to update CURRICUNET records.
HIST 171 F History of the United States since 1877 Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Textbooks • Student Learning Outcomes • Catalog Description Update • Title Revision 	40	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	To conform to current best practices for transfer courses, to better describe the course to students, and to remove the inference that the first half of the United States history sequence needs to be taken before the second half, the title is being revised to include dates and not the Roman numeral "I." Title change FROM: History of the United States II TO: History of the

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
					United States since 1877. Catalogue, Schedule, and Student Learning Outcomes reflect this change. Area D has been added to the CSU GE requirements to update CurriCUNET records. Title revision impacts three Interdisciplinary Studies degrees-- Social Sciences, Arts and Human Expression, and Social Behavior and Self-Development.
HIST 171HF Honors History of the United States since 1877 Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Assignments Revision • Catalog Description Update • Schedule Description Update • Title Revision 	25	The Fullerton College Honors Advisory Board recommends a maximum number of 25 students for a seminar-style honors course. The history honors course will be taught as a seminar to allow for in-depth class discussion and student presentations.	2019 Fall	The FC History Department is changing the course title FROM "Honors History of the United States II" TO "Honors History of the United States since 1877." This change will provide students with greater clarity about course content. It will also help remove the

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
					impression that students have to take 170 before taking 171. Students can take the courses in either order, so having I and II in the titles is misleading. Title revision has an impact on 3 Interdisciplinary Studies degrees: Social Sciences, Arts and Human Expression, and Social Behavior and Self-Development. Also impacts the IGETC Certificate and CSU GE Certificate. Corrected GE (Area D). AA GE Area C2 added to update CURRICUNET records.
HORT 005 F Basic Landscape Plants I Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Method of Instruction • Method of Evaluation 	25	Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, use of specialized	2019 Fall	Six-year review. Class size revised from 20 to 25 to align with the CSPRD. Units updated from 5 to 3 to correct CURRICUNET records - this class meets 54 hours/term.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Assignments Revision • Catalog Description Update • Schedule Description Update • Six-year review • FSA Code Revision • Class Size Revision • Objectives Revision 		equipment, lab reports)		
HORT 006 F Basic Landscape Plants II Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • SAMS Code Revision • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Six-year review • FSA Code Revision 	25	Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, use of specialized equipment, lab reports)	2019 Fall	Six-year review

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> Objectives Revision 				
HORT 008AF Landscape Pruning Techniques Units: 1 Lecture: 1 Laboratory: 1	<ul style="list-style-type: none"> CIP Code Revision Textbooks Course Content (that do not change the overall scope of the course) Method of Instruction Method of Evaluation Assignments Revision Catalog Description Update Schedule Description Update Six-year review TOPS Code Revision FSA Code Revision Objectives Revision 	25	Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Six-year review
HORT 152 F Applied Botany Units: 4 Lecture: 3 Laboratory: 3	<ul style="list-style-type: none"> Classification Code Revision SAMS Code Revision CIP Code Revision Textbooks Course Content (that do not change the overall scope of the course) 	25	Lab – Individualized feedback and evaluation. Labs in which the instructor provides extensive individualized instruction, feedback, and evaluation on a regular basis. (e.g. problem sets, scientific	2019 Fall	Six-year review; prereq deletion is just to update curriculum records. Approvals for CSU GE Areas B2 and B3 and AA GE Area B1 added to update CURRICUNET records.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Six-year review • TOPS Code Revision • FSA Code Revision • Objectives Revision 		experiments, use of specialized equipment, vocational skills, lab reports)		
HORT 155 F Soils Units: 3Lecture: 2 Laboratory: 3	<ul style="list-style-type: none"> • Classification Code Revision • SAMS Code Revision • Grading Options Revision • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation 	25	Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, use of specialized equipment, lab reports)	2019 Fall	Six-year review

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Assignments Revision • Catalog Description Update • Schedule Description Update • Six-year review • TOPS Code Revision • FSA Code Revision • Objectives Revision 				
HORT 164 F Plant Identification-- Annual, Perennials and Houseplants Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Classification Code Revision • SAMS Code Revision • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update 	25	Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Six-year review. Added CSU transfer to update CURRICUNET records.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • TOPS Code Revision • Objectives Revision 				
HORT 165 F Landscape Management Units: 4 Lecture: 3 Laboratory: 3	<ul style="list-style-type: none"> • Classification Code Revision • SAMS Code Revision • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Six-year review • FSA Code Revision • Objectives Revision 	25	Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Six-year review. Removal of prerequisite to correct CURRICUNET records - no prerequisite exists for this course in the College Catalog.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
HORT 173 F Greenhouse and Nursery Production Units: 3 Lecture: 2 Laboratory: 3	<ul style="list-style-type: none"> • Classification Code Revision • SAMS Code Revision • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Six-year review • TOPS Code Revision • Objectives Revision 	25	Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Six-year review. Title correction to update CurriCUNET records - FROM Greenhouse & Nursery Production TO Greenhouse and Nursery Production. State records and current FC catalog already reflect the corrected title.
HORT 174 F Plant Propagation Units: 3 Lecture: 2 Laboratory: 3	<ul style="list-style-type: none"> • Classification Code Revision • SAMS Code Revision • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) 	25	Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Six-year review. Added CSU Transfer to update CURRICUNET records.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • TOPS Code Revision • Objectives Revision 				
<p>IDES 110 F Drafting for Interior Design Units: 3 Lecture: 2 Laboratory: 3</p>	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Six-year review • Class Size Revision 	25	Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, use of specialized equipment, lab reports)	2019 Fall	Six-year review, SLOs, Course title change FROM "Beginning Drafting for Interior Design" TO "Drafting for Interior Design." Class size increase from 20 to 25 to align with CSPRD.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Objectives Revision • Title Revision • 				
<p>IDES 130 F Applied Color and Design Theory</p> <p>Units: 4</p> <p>Lecture: 3</p> <p>Laboratory: 3</p>	<ul style="list-style-type: none"> • Assignments Revision • CIP Code Revision • Catalog Description Update • Class Size Revision • Course Content (that do not change the overall scope of the course) • Method of Evaluation • Method of Instruction • Schedule Description Update • Six-year review • Textbooks • Title Revision (do not use after August 2018) • 	25	Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, use of specialized equipment, lab reports)	2019 Fall	Six-year review, title correction to update CurriCUNET records - replace "&" with "and," title revised FROM Applied Color & Design Theory TO Applied Color and Design Theory to update CURRICUNET records. Class size increase from 20 to 25 to align with CSPRD.
<p>IDES 150 F Interior Materials and Products</p> <p>Units: 4</p> <p>Lecture: 4</p> <p>Laboratory: 0</p>	<ul style="list-style-type: none"> • Assignments Revision • CIP Code Revision • Catalog Description Update 	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and formal student presentations.	2019 Fall	Six-year review. Replaced "&" with "and" in title to update CurriCUNET records - catalog already reflects "and." Class size

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Class Size Revision • Course Content (that do not change the overall scope of the course) • Method of Evaluation • Method of Instruction • Schedule Description Update • Six-year review • Student Learning Outcomes • Textbooks 		Evaluation primarily through objective exams, projects, and reports. Writing assignments are assessed mostly for concepts and structure.		increase from 20 to 35 to align with the CSPRD.
<p>IDES 170 F Space Planning I Units: 3 Lecture: 2 Laboratory: 3</p>	<ul style="list-style-type: none"> • Advisory Deletion • Assignments Revision • CIP Code Revision • Catalog Description Update • Course Content (Changing the overall scope of the course) • FSA Code Revision • Method of Evaluation • Method of Instruction • Objectives Revision • Prerequisite Addition 	30	This course is part of the accreditation requirement that we need to follow to qualify our students to take the state IDEX exam. These are the California Council for Interior Design Certification (CCIDC) requirements to provide technical and practical education that addresses fire, life and safety. This means that building codes, Title 24(ADA) ingress, universal designs for the aging population, construction methodology,	2019 Fall	Six-year review. Title change FROM "Space Planning" TO "Space Planning I." Advisory Deletion of IDES 110 F and ARCH 124 F. Prerequisite Addition of IDES 110 F and ARCH 124 F because both courses teach similar methods for generating elevation views and developing floor plans to scale.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Schedule Description Update • Six-year review • Textbooks • Title Revision (do not use after August 2018) • 		<p>earthquake awareness, fire egress, etc. are addressed during this course and similar courses with individual students (one on one). In order to accomplish these tasks in our classroom for accreditation, it requires large layout spaces for tools, equipment and materials; rolls of tracing paper to hand draw the planning of spaces; vellums and large drafting boards to document the planning of the floor plans; cutting, gluing and building models to visualize and verify the solutions; and presentations to defend their decisions regarding space planning projects that are assigned. A class size of more than 30 would not allow adequate time for design, development or presentation of projects assigned. In addition large</p>		

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
			layout spaces are required to select and view materials, samples and finishes for assigned projects.		
<p>IDES 180 F History of Architecture and Furnishings I Units: 3 Lecture: 3 Laboratory: 0</p>	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Six-year review • FSA Code Revision • Class Size Revision • Title Revision (do not use after August 2018) 	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2019 Fall	<p>Six-year review, change in course title FROM History of Interior Architecture I TO History of Architecture and Furnishings I. Class size increase FROM 20 TO 30 to align with CSPRD. Articulation officer - please update the Interdisc Studies: Emphasis in Arts and Human Expression AA to reflect the title revision. Updated General Ed screen with AA GE Area C1 to match current catalog AA GE pattern.</p>

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
<p>IDES 190 F History of Architecture and Furnishings II Units: 3 Lecture: 3 Laboratory: 0</p>	<ul style="list-style-type: none"> • Classification Code Revision • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Advisory Addition • Six-year review • Title Revision (do not use after August 2018) 	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2019 Fall	Six-year review, course title change FROM History of Interior Architecture II TO History of Architecture and Furnishings II. Advisory of IDES 180 F added because IDES 190 F builds on the skills taught in that course.
<p>IDES 200 F Interior Illustration I Units: 2 Lecture: 1 Laboratory: 3</p>	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Method of Instruction • Method of Evaluation • Assignments Revision 	25	Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, use of specialized equipment, lab reports)	2019 Fall	Six-year review. Tops revision to 1302.00. CIP revision to 500508.00. Class size revision FROM 20 TO 25 CSPRD. Course title change FROM Interior Illustration TO Interior Illustration I. Added advisory

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Catalog Description Update • Schedule Description Update • Advisory Validation • Six-year review • TOPS Code Revision • Class Size Revision • Objectives Revision • Title Revision (do not use after August 2018) 				of IDES 100 F and IDES 130 F to advise students of the basic skills required for interior illustration including the knowledge of basic color schemes.
IDES 215 F Interior Design Studio II Units: 2 Lecture: 1 Laboratory: 3	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Prerequisite Addition • Advisory Revision • Six-year review 	25	Most of the time the students are engaged in practicing the skills they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review. IDES 100 F changed from advisory to prerequisite, and IDES 105 F added as a prerequisite as skills from these courses are needed for success in IDES 215 F. Added additional advisories IDES 110 F and IDES 200 F as these are the courses where the student will be learning the skills recommended for IDES 215 F. Added CSU

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
					Transfer to update CurriCUNET records.
IDES 230 F Business and Professional Practice Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • SAMS Code Revision • CIP Code Revision • Textbooks • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Six-year review • Objectives Revision 	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2019 Fall	Six-year review. Title revision in CurriCUNET records only FROM "&" TO "and." Catalog already reflects "and."
IDES 240 F Interior Design Internship Units: 2-4 Lecture: 1 Laboratory: 3-9	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Method of Instruction • Method of Evaluation • Hours (WSCH Lecture and/or Lab) 	25	Classes in which the instructor coordinates internship/field practice opportunities and supervises students individually at different locations.	2019 Fall	Six-year review. Class size revision FROM 12 TO 25 per CSPRD. Lab hours revision FROM 5 hours TO 3-9 hours to align with campus standard for internship courses. Resulting unit revision FROM 2-3 units TO 2-4

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Catalog Description Update • Schedule Description Update • Six-year review • Class Size Revision • Unit Revision • 				units. CSU Transfer added to update CurriCUNET records.
<p>IDES 265 F Interior Design Studio III</p> <p>Units: 2</p> <p>Lecture: 1</p> <p>Laboratory: 3</p>	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Prerequisite Revision • Advisory Addition • Six-year review • Objectives Revision 	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2019 Fall	Six-year review. CIP Code FROM 200501 TO 500408. Prerequisite revision: Replaced IDES 110 F with IDES 170 F because IDES 110 F is an Advisory to IDES 170 F, therefore the student will have already learned that particular skill to enter IDES 265 F. Advisory addition of IDES 130 F, IDES 150 F, IDES 190 F, IDES 200F, and IDES 210 F because the skills and knowledge acquired in these courses are recommended to successfully complete the

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
					advanced level portfolio quality projects of IDES 265 F.
JOUR 196 F Specialized Reporting Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Add Distance Education (online) • Add Distance Education (hybrid) • Textbooks • Method of Instruction • Assignments Revision • Hours (WSCH Lecture and/or Lab) • Catalog Description Update • Schedule Description Update • Six-year review • Six-year review (no changes) • TOPS Code Revision • Unit Revision • Title Revision 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2018 Fall	Six-year review. Hours revision FROM Lec 0-3 Lab 0.5-6 TO Lec 3 Lab 0 to reflect nature of the course and industry. Resulting unit revision FROM 0.5-4 TO 3 units. Title revision FROM Communications Seminar TO Specialized Reporting.
MACH 140 F Basic CNC Swiss Style Lathe Set-up and Operation Units: 3 Lecture: 2.5 Laboratory: 1.5	<ul style="list-style-type: none"> • Textbooks • Assignments Revision • Catalog Description Update • Prerequisite Deletion 	20	Students in this course use industrial type machine tools with 3 axes or more being used by students in a lab to cut metal parts.	2019 Fall	Six-year review. Prerequisite of MACH 110 F changed to Advisory since the skills from MACH 110 F are recommended

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Advisory Addition • Six-year review • Class Size Revision 		<p>These machines have rotating metal cutters as well as rotating parts which can present a danger to students if the correct methods and procedures are not used; hence proper supervision of students is a must. Maximum number of students allowed for safety concerns and per the request of the advisory committee is 20. This number is also in alignment with the National Science Teacher Association Safety Advisory Board Study in 2014 which shows that injuries increase dramatically with class sizes above 20. Advisory Committee minutes and NSTA Safety study are posted in Attached Files in CurriCUNET.</p>		<p>for this course, but students can succeed in MACH 140 F without taking MACH 110 F. Class size revision from 25 to 20 as recommended by the Advisory Committee due to safety concerns.</p>
<p>MACH 150 F CNC Programming Using Mastercam Units: 3 Lecture: 2.5 Laboratory: 1.5</p>	<ul style="list-style-type: none"> • Textbooks • Catalog Description Update • Prerequisite Deletion • Advisory Deletion • Six-year review 	20	<p>Feedback/Evaluation - Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (E.g. problem sets, scientific</p>	2019 Fall	<p>Six-year review. MACH 150 F Prerequisite is being deleted. This class along with MACH 154 are part of other technology division</p>

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
			experiments, vocational skills, lab reports). Maximum number of students allowed for safety concerns and per request of advisory committee. See Advisory meeting minutes for class size justification of 20.		department certificates as an elective. Deleting prerequisite of MACH 101 F or MACH 116 F and advisory of MACH 110 F because students can learn the skills needed to succeed in MACH 150 F within this course.
MACH 154 F CNC Programming Using Surfcam Units: 3 Lecture: 2.5 Laboratory: 1.5	<ul style="list-style-type: none"> • Textbooks • Catalog Description Update • Prerequisite Deletion • Advisory Deletion • Six-year review 	20	Feedback/Evaluation - Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (E.g. problem sets, scientific experiments, vocational skills, lab reports). Maximum number of students allowed at this time for safety concerns and per request of advisory committee. See Advisory meeting minutes for class size justification of 20.	2019 Fall	MACH 154 F Prerequisite is being deleted. This class along with MACH 150 are part of other technology division department certificates as an elective. Prerequisites of MACH 101 F, or MACH 116 F and Advisory of MACH 110 F are being removed since the skills from MACH 101 F, MACH 110 F and MACH 116 F are not necessary for successful completion of this course.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
MATH 141 F College Algebra Units: 4 Lecture: 3.5 Laboratory: 1.5	<ul style="list-style-type: none"> • Textbooks • Method of Instruction • Method of Evaluation • Hours (WSCH Lecture and/or Lab) • Catalog Description Update • Schedule Description Update • Prerequisite Validation 	35	Class time includes lecture, discussion, group learning, guided practice and individualized instruction, and student presentations of problems. Includes three or more exams and multiple homework assignments requiring demonstration of problem solving ability.	2019 Fall	Hours revision FROM Lec 4 Lab 0 TO Lec 3.5 Lab 1.5. No unit revision. The hours revision is in response to AB 705 which requires all incoming students to be placed into a transfer level math course, with concurrent support recommended for under-prepared students. Even before AB 705, it has been an ongoing concern that the content of MATH 141 F is intense and difficult. Faculty consensus is that more contact time will benefit all students, particularly under-prepared students. Class time will now be balanced between lecture and in-class work and activities facilitated by the instructor.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
MATH 141HF Honors College Algebra Units: 4 Lecture: 3.5 Laboratory: 1.5	<ul style="list-style-type: none"> • Textbooks • Method of Instruction • Method of Evaluation • Hours (WSCH Lecture and/or Lab) • Catalog Description Update • Schedule Description Update • Prerequisite Validation 	25	The Fullerton College Honors Advisory Board recommends a maximum number of 25 students for a seminar-style honors course. Class time in this seminar course includes lecture, discussion, group learning, guided practice and individualized instruction, and student presentations of problems. Requires three or more written exams and multiple homework assignments using advanced analytical and critical thinking skills. Exams and assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics. The emphasis on individual research, collaborative learning and student-driven discussions is much stronger in this honors section than in a non-honors class	2019 Fall	Hours revision FROM Lec 4 Lab 0 TO Lec 3.5 Lab 1.5. No unit revision. The hours revision is in response to AB 705 which requires all incoming students to be placed into a transfer level math course, with concurrent support recommended for under-prepared students. Even before AB 705, it has been an ongoing concern that the content of MATH 141 F is intense and difficult. Faculty consensus is that more contact time will benefit all students, particularly under-prepared students. Class time will now be balanced between lecture, honors seminar activities, and in-class work and activities

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
					facilitated by the instructor.
PE 114 F High Intensity Interval Training Units: 1 Lecture: 0 Laboratory: 3	<ul style="list-style-type: none"> • Class Size Revision • Textbooks • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Six-year review • Objectives Revision • Title Revision 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review. Title revision FROM Cardiovascular Conditioning TO High Intensity Interval Training. CSU GE Area E added to update CurriCUNET records. Class size revision FROM 30 TO 25 for consistency with other courses in the discipline with the same pedagogy and to align with CSPRD.
PE 126 F Beach Volleyball Units: 1 Lecture: 0 Laboratory: 3	<ul style="list-style-type: none"> • Textbooks • Method of Instruction • Method of Evaluation • Catalog Description Update • Six-year review • FSA Code Revision 	25	Most of the time the students are engaged in practicing the skills they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review
PE 129 F Cardio Step Units: 1 Lecture: 0 Laboratory: 3	<ul style="list-style-type: none"> • Catalog Description Update • Course Content (that do not 	25	Most of the time students are engaged in practicing the skill(s) they are learning	2019 Fall	Course title revision FROM Step Aerobics TO Cardio Step to reflect more

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	change the overall scope of the course) <ul style="list-style-type: none"> • Hours (WSCH Lecture and/or Lab) • Schedule Description Update • Student Learning Outcomes • Textbooks • Title Revision • Unit Revision 		and the instructor gives each student individual instruction as the class proceeds.		contemporary trends. Unit revision from 0.5-1.0 to 1.0 to remove variable units to meet department standards.
PE 134 F Beginning Swimming	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Six-year review • TOPS Code Revision • Objectives Revision • Title Revision 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Change TOPS code from PE 0835.00 to Aquatics and Lifesaving 0835.70 to reflect vocational nature of the course. Six-year review. Title Revision FROM Swimming TO Beginning Swimming. CSU GE Area E added to update CurriCUNET records.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
PE 139 F Tennis Units: 1 Lecture: 0 Laboratory: 3	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Hours (WSCH Lecture and/or Lab) • Catalog Description Update • Schedule Description Update • Six-year review • Class Size Revision • Objectives Revision 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review, Adding SLO Class size revision. Class size revised from 32 to 25 students to improve learning opportunities for the students. Tennis requires extensive individual instruction as the coordinated movements are complex and require detailed practice.
PE 149 F Swim for Fitness Units: 1 Lecture: 0 Laboratory: 3	<ul style="list-style-type: none"> • Class Size Revision • Advisory Addition • Catalog Description Update • Schedule Description Update • Methods of Instruction 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review. Class size revision FROM 30 TO 25 for consistency with other courses in the discipline with the same pedagogy and to align with CSPRD. Advisory addition of

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Methods of Evaluation • Assignments Revision • CIP Code Revision • FSA Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Six-year review • TOPS Code Revision • Objectives Revision 				"Ability to swim 50 yards and tread water for one minute" since these are recommended skills for students before taking this course.
PE 150 F Latin Cardiofit Units: 1 Lecture: 0 Laboratory: 3	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Hours (WSCH Lecture and/or Lab) • Catalog Description Update • Schedule Description Update • Unit Revision • Title Revision 	25	Most of the time students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds. Per our agreement with Cypress College and the guidelines set forth by the district, this PE Activity class is a lab class that should have a class size of 25.	2019 Fall	Title revision FROM Latin Aerobics TO Latin Cardiofit. Unit revision from 0.5-1.0 to 1.0 to remove the variable units and reflect department standards.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
PE 152 F Fitness Training Lab (Circuit) Units: 1 Lecture: 0 Laboratory: 3	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Hours (WSCH Lecture and/or Lab) • Catalog Description Update • Schedule Description Update • Six-year review • Class Size Revision • Objectives Revision • Unit Revision 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds	2019 Fall	Six-year review. Adding CSU GE Area E approval to update CURRICUNET Records. Revised class size from 1000 to 25 to correct CURRICUNET records (and align with CSPRD). This course had been an open lab course where the students went on their own time. Hours revision FROM Lab Min 1 Max 6 TO Lab Min 3 Max 3 to remove variability. Resulting Unit revision FROM 0.5-2 units TO 1 unit.
PE 167 F Cardio Kickboxing	<ul style="list-style-type: none"> • Class Size Revision • Textbooks • Method of Instruction • Method of Evaluation • Assignments Revision 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review. Title Revision FROM Cardio Kickboxing Aerobics TO Cardio Kickboxing. Class size revision from 35 to 25 to align with the CSPRD and other

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Catalog Description Update • Schedule Description Update • Six-year review • FSA Code Revision • Objectives Revision • Course Content (Changing the overall scope of the course) • Title Revision 				similar courses in the discipline. Cardio kickboxing requires individualized instruction and includes student presentations.
PE 188 F Self Defense-Boxing Units: 1 Lecture: 0 Laboratory: 3	<ul style="list-style-type: none"> • Assignments Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Catalog Description Update • Schedule Description Update • Six-year review • Objectives Revision 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review CSU GE Area E added to update CURRICUNET records

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
PE 192 F Water Polo Units: 1 Lecture: 0 Laboratory: 3	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Advisory Validation • Six-year review 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review. Added UC/CSU transfer and CSU GE Area E to General Ed screen to update CurriCUNET records.
PE 193 F Weight Training/Weight Lifting Units: 1 Lecture: 0 Laboratory: 3	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Hours (WSCH Lecture and/or Lab) 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review. Class Size Revision FROM 28 TO 25 to reflect time needed for individualized instruction and feedback to students during class, for consistency with other courses in the discipline with the same pedagogy, and to align with CSPRD.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Catalog Description Update • Schedule Description Update • Six-year review • TOPS Code Revision • Class Size Revision 				
PE 207 F Intercollegiate Football Units: 3 Lecture: 0 Laboratory: 10	<ul style="list-style-type: none"> • Textbooks • Method of Instruction • Catalog Description Update • Advisory Validation • Course Content (Changing the overall scope of the course) • Unit Revision • Title Revision 	35	Labs in which the instructor supervises students as they proceed in their work and answers questions, but does NOT provide extensive individualized feedback/evaluation on a regular basis.	2019 Fall	Title revision from Title revision FROM Football TO Intercollegiate Football. Unit revision FROM 2 TO 3 units to align with the state formula. Title and unit revision impacts the Athletic Coach Certificate.
PE 227 F Effective Teaching Methods for Pilates Units: 2 Lecture: 1 Laboratory: 3	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation 	25	Most of the time students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds. Students are expected to absorb	2019 Fall	Six-year review

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Catalog Description Update • Schedule Description Update • Prerequisite Validation • Corequisite Validation 		a deep understanding of how to identify individual physical abilities and challenges and then teach Pilates in a safe manner. This requires time for individualized instruction and feedback for each student during student practice in class.		
PE 228 F Pilates Observation and Evaluation Units: 2 Lecture: 1 Laboratory: 3-9	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Method of Evaluation • Catalog Description Update • Corequisite Validation • Advisory Validation • Title Revision with impacts 	25	Most of the time students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds. Students are expected to absorb a deep understanding of how to identify individual physical abilities and challenges and then teach Pilates in a safe manner. This requires time for individualized instruction and feedback for each student during student practice in class.	2019 Fall	CSU GE Area E added to update CURRICUNET records. Title revision FROM Pilates Internship TO Pilates Observation and Evaluation impacts Pilates Certificate.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
PE 229 F Pilates Clinic Units: 2 Lecture: 1 Laboratory: 3	<ul style="list-style-type: none"> • Textbooks • Student Learning Outcomes • Catalog Description Update • Schedule Description Update • Objectives Revision • Corequisite Validation • Advisory Validation • Six-year review 	25	Most of the time students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds. Students are expected to absorb a deep understanding of how to identify individual physical abilities and challenges and then teach Pilates in a safe manner. This requires time for individualized instruction and feedback for each student during student practice in class.	2019 Fall	Six-year review. CSU GE Area E added to update CURRICUNET records.
PE 239 F Open Water Scuba Diving Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • SAMS Code Revision • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Method of Instruction • Method of Evaluation 	20	Safety considerations limit number of students an instructor can watch in a diving situation. High risk activity needing close supervision.	2019 Fall	Six-year review. CSU GE Area E added to Gen Ed screen to update CURRICUNET records.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Hours (WSCH Lecture and/or Lab) • Catalog Description Update • Schedule Description Update • Advisory Validation • Six-year review • FSA Code Revision 				
PE 246 F Advanced/ Master SCUBA Diver Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • SAMS Code Revision • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Hours (WSCH Lecture and/or Lab) • Catalog Description Update • Schedule Description Update • Advisory Revision • Six-year review • FSA Code Revision 	20	In a course involving underwater instruction, safety considerations limit the number of students an instructor can monitor. Scuba is a high risk activity that requires close supervision.	2019 Fall	Six-year review. Slightly reworded for clarity the advisory of demonstrating the basic skills of scuba according to NAUI and being able to swim. This advisory meets the industry standards for advanced scuba certifications and to make students aware of the scuba course water safety component.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
PE 270 F Exercise Nutrition Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Add Distance Education (online) • Add Distance Education (hybrid) • Textbooks • Course Content (that do not change the overall scope of the course) • Method of Instruction • Method of Evaluation • Catalog Description Update • UC Addition 	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Proposed for distance education (online and hybrid). Proposed for UC transfer.
PE 271 F Beginning/Intermediate Reformer Units: 2 Lecture: 0 Laboratory: 6	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) 	20	Labs in which the instructor provides individualized feedback/evaluation during each class session. This course requires an extensive amount of personal attention to each individual student during each class period to ensure safe and effective skill development using complex equipment for exacting body positions and actions.	2019 Fall	Updating textbook.
PE 273 F Beginning Apparatus	<ul style="list-style-type: none"> • Textbooks • Six-year review 	25	Labs in which the instructor provides	2019 Fall	Six-year review

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
Units: 2 Lecture: 0 Laboratory: 6			individualized feedback/evaluation during each class session. This course requires an extensive amount of personal attention to each individual student during each class period to ensure safe and effective skill development using complex equipment for exacting body positions and actions.		
PE 274 F Advanced Apparatus Units: 2 Lecture: 0 Laboratory: 6	<ul style="list-style-type: none"> • Textbooks • Catalog Description Update • Six-year review 	25	Labs in which the instructor provides individualized feedback/evaluation during each class session. This course requires an extensive amount of personal attention to each individual student during each class period to ensure safe and effective skill development using complex equipment for exacting body positions and actions.	2019 Fall	Six-year review
PE 285 F Theory of Coaching Volleyball Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Add Distance Education (hybrid) • Textbooks 	30	Class time focuses on individualized instruction, student presentation time, and/or group	2019 Fall	Six-year review. Hours change FROM Lec 1 Lab 2 TO Lec 3 Lab 0. Hour change

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Hours (WSCH Lecture and/or Lab) • Catalog Description Update • Schedule Description Update • Prerequisite Deletion • Six-year review • FSA Code Revision • Unit Revision • Title Revision 		<p>learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.</p>		<p>better reflects the intent of the course. Title Change from Professional Activity - Theory of Volleyball TO "Theory of Coaching Volleyball". No prerequisite / advisory necessary. Content is lecture oriented with demonstration and examples. CSU Area E added to updated CURRICUNET records. Title and unit revision impacts the Athletic Coach Certificate.</p>

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
PLEG 203 F Tort Law Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Textbooks • Catalog Description Update • Schedule Description Update • Prerequisite Validation • Title Revision with Impacts 	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Changing Course Title from Personal Injury to Tort Law which is more in line with what other colleges and universities call the class. Title revisions impact Paralegal Studies Certificate and Paralegal Studies AA. Program proposals for 2019 reflect title revision.
TECH 081 F Technical Mathematics I Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Textbooks • Catalog Description Update • Schedule Description Update • Prerequisite Deletion 	35	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds. While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are	2019 Fall	Removal of prerequisite in its entirety. Since this is a beginning course, prerequisites are not appropriate. Other similar courses at local community colleges do not have prerequisites. No other changes at this time.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
			assessed mostly for concepts and structure.		
THEA 100 F Introduction to the Theatre Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Method of Instruction • Method of Evaluation • Catalog Description Update • Schedule Description Update • Six-year review • Objectives Revision 	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Six-year review. Updating catalog description to correct CurriCUNET records (match to current catalog), course content, methods of evaluation and instruction, objectives, schedule description, and textbooks.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
THEA 104 F Introduction to Theatre Appreciation Units: 3 Lecture: 2 Laboratory: 3	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Assignments Revision • Catalog Description Update • Schedule Description Update • Six-year review 	35	The instructor does conduct lectures regarding specific productions attended. As well as lecture, much of the class time focuses on group discussion and formal and informal student presentations. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Six-year review. Updating catalog and schedule descriptions, course content, methods of instruction, student learning outcomes, and textbooks.
THEA 105 F Musical Theatre History Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Assignments Revision • Catalog Description Update • Schedule Description Update • Six-year review • Objectives Revision 	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Major Revision. Six-year review. Updating catalog description to correct CurriCUNET records (match to catalog), assignments, course content, methods of instruction, objectives, schedule description, student learning outcomes, textbooks.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
THEA 122 F Improvisation for Television, Film and Theatre Units: 2 Lecture: 1 Laboratory: 3	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Hours (WSCH Lecture and/or Lab) • Catalog Description Update • Schedule Description Update • Objectives Revision • Unit Revision 	30	The instructor of this class provides some individualized feedback and evaluation of presented scene and improvisation work as well as individualized instruction as students are taught blocking, choreography and staging techniques. The instructor also monitors each group of students as they rehearse and perform.	2019 Fall	Six-year review. Updating course to meet current industry standards. Hours revision from Lec 2 Lab 3 to Lec 1 Lab 3 as course content can be covered in 1 lecture unit. Resulting unit revision from 3 to 2 units.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
THEA 129 F Voice for the Actor Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Six-year review • Student Learning Outcomes • Objectives Revision 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Six-year review. Changes are being made to reflect current industry standard terminology as well as modifications to pedagogical methodologies being implemented.
THEA 135 F Resident Theatre Company Units: .5-3 Lecture: 0 Laboratory: 1.5-9	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Six-year review • Objectives Revision 	25	The class size is drawn from the size of the cast as written in the script by the playwright. The performance, technical and administrative work produced by this class requires extensive individualized feedback, coaching and support as students are taught staging, blocking, choreography and characterization techniques. This course also requires coordination and evaluation of the	2019 Fall	Six-year review. Updating course to better serve students who wish to move along a directing track.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
			actors and technicians individual work during dress, technical rehearsals and performances relevant to the production		
THEA 153 F Introduction to Stage Crew Activity Units: .5-3 Lecture: 0 Laboratory: 1.5-9	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Method of Instruction • Assignments Revision • Catalog Description Update • Six-year review • FSA Code Revision • Credit Status Revision 	15	This course is a corequisite of the Theatre Arts technical theatre courses. Based on which technical theatre course the student has enrolled, and utilizing arranged hours with multiple supervisors, the student, in order to earn lab hours, selects from the following technical theatre areas: scenery construction, costume construction, makeup, lighting, audio, scene painting, properties, running crew, and front of house operations. Through project based learning, the instructor of this course supervises and instructs students on an individual basis	2019 Fall	Major Revision. Six-year review. Correcting catalog description to reflect (CSU) (UC) (Degree Credit), FSA code revision, methods of instruction, assignments, CIP, and textbooks.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
			<p>while the students are engaged in practicing the skill(s) they are learning. During lab sessions instructors provide individualized instruction and supervision on a regular basis as the students build and paint scenery, costumes, properties, hang and focus lighting equipment, load in audio equipment and provide front of house staffing as well as the supervision of backstage running crews. Students will use department equipment, including power and hand tools, sewing machines, steam irons, lighting, painting and audio equipment throughout the Theatre Arts shops and facilities. While involved in the construction and implementation of the designs for theatrical productions, students will often climb ladders, work</p>		

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
			overhead, and use the rigging, lighting and audio systems of the theatres in the Theatre Arts building.		
THEA 159 F Beginning Stage Crew Activity Units: .5-3 Lecture: 0 Laboratory: 1.5-9	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Method of Instruction • Catalog Description Update • Prerequisite Validation • Six-year review (no changes) 	15	This course is a co req of the Theatre Arts technical theatre courses. Based on which technical theatre course the student has enrolled, and utilizing arranged hours with multiple supervisors, the student, in order to earn lab hours, selects from the following technical theatre areas: scenery construction, costume construction, makeup, lighting, audio, scene painting, properties, running crew, and front of house operations. Through project based learning, the instructor of this course supervises and instructs students on an individual basis while the students are engaged in practicing the skill(s)	2019 Fall	Major Revision. Six-year review. Updating catalog description to correct CurriCUNET records (match to catalog), methods of instruction, CIP code, and textbooks.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
			<p>they are learning. During lab sessions instructors provide individualized instruction and supervision on a regular basis as the students build and paint scenery, costumes, properties, hang and focus lighting equipment, load in audio equipment and provide front of house staffing as well as the supervision of backstage running crews. Students will use department equipment, including power and hand tools, sewing machines, steam irons, lighting, painting and audio equipment throughout the Theatre Arts shops and facilities. While involved in the construction and implementation of the designs for theatrical productions, students will often climb ladders, work overhead, and use the rigging, lighting and audio systems</p>		

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
			of the theatres in the Theatre Arts building.		
THEA 170 F Beginning Theatrical Lighting Units: 3 Lecture: 2 Laboratory: 3	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Assignments Revision • Catalog Description Update • Schedule Description Update • Corequisite Validation • Six-year review 	15	Through project based learning, the instructor of this course supervises and instructs students on an individual basis while the students are engaged in practicing the skill(s) they are learning. During the laboratory sessions students will hang, focus, circuit and color lighting equipment, climb ladders, use mast and scissor lifts while working overhead. Students will use the lighting and rigging systems of the theatres in the Theatre Arts building. Students actively participate in the implementation of the lighting designs for the productions within the department. While under supervision of one instructor students divide into multiple groups and work in multiple locations within the	2019 Fall	Major revision. Six-year review. Updating schedule description, assignments, course content, CIP code, student learning outcomes and textbooks.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
			theatres. In order for the students and the instructor to maintain and practice industry standards of safety it is necessary to have a class size of 15 students.		
THEA 177 F Beginning Director's Practicum Units: .5-3 Lecture: 0 Laboratory: 1.5-9	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Prerequisite Addition • Six-year review • Objectives Revision 	25	The performance, technical and administrative work produced by this class requires extensive individualized feedback, coaching and support as students are taught staging, blocking, choreography, and characterization techniques. This course also requires coordination of the repetition and evaluation of the actors and technicians individual work during dress, technical rehearsals and performances relevant to the production.	2019 Fall	Six-year review. Prerequisite of THEA 225 F Course is now geared towards the directing pathway, so students need directing skills and experience to succeed in this course.
THEA 222 F Acting for the Camera Units: 3 Lecture: 2 Laboratory: 4	<ul style="list-style-type: none"> • Textbooks • Student Learning Outcomes • Method of Instruction 	25	The instructor of this class provides extensive individualized feedback and evaluation of	2019 Fall	Updating course content to be more in line with professional practices within the

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Objectives Revision • Course Content (Changing the overall scope of the course) 		presented scene work as well as individualized instruction as students are taught blocking, choreography and staging techniques. The instructor also monitors each group of students as they rehearse and perform in front of the television camera.		entertainment industry.
THEA 225 F Stage Directing Units: 3 Lecture: 2 Laboratory: 3	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Assignments Revision • Catalog Description Update • Prerequisite Validation • Corequisite Validation • Six-year review 	15	The instructor of this class provides extensive individualized feedback and evaluation of presented directorial work as well as individualized instruction as students are taught to record blocking, choreography and staging techniques. The instructor also monitors each group of students as they construct and implement their director's production notebook.	2019 Fall	Six-year review. Text book update and revision on assignments.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
THEA 233 F Intermediate Theatre Practicum Units: 1-2 Lecture: 0 Laboratory: 3-6	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Catalog Description Update • Prerequisite Validation • Six-year review 	25	The class size is drawn from the size of the cast as written in the script by the playwright. The performance, technical and administrative work produced by this class requires extensive individualized feedback, coaching and support as students are taught staging, blocking, choreography, and characterization techniques. This course also requires coordination and evaluation of the actor's and technician's individual work during dress, technical rehearsals and performances relevant to the production.	2019 Fall	Major Revision. Updated methods of instruction, SLOs. Updated course content to make it better aligned with THEA 134. Added field trips to methods of evaluation. Updated textbooks.
THEA 235 F Experimental Theatre Units: 2 Lecture: 0 Laboratory: 6	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation 	25	The performance, technical and administrative work produced by this class requires extensive individualized feedback, coaching and support as students are taught staging, blocking, choreography, and	2019 Fall	Six-year review. Prerequisite revision FROM THEA 177 F TO THEA 135 F to create a sequential track in directing, and to streamline the program into two tracks

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Assignments Revision • Catalog Description Update • Prerequisite Revision • Six-year review • Objectives Revision 		<p>characterization techniques. This course also requires coordination and evaluation of the actors and technicians individual work during dress, technical rehearsals and performances relevant to the production.</p>		(acting and directing).
<p>THEA 244 F Intermediate Theatrical Lighting Units: 3 Lecture: 2 Laboratory: 3</p>	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Prerequisite Validation • Six-year review • Objectives Revision 	15	<p>Through project based learning, the instructor of this course supervises and instructs students on an individual basis while the students are engaged in practicing the skill(s) they are learning. During the laboratory sessions students will hang, focus, circuit and color lighting equipment, climb ladders, use mast and scissor lifts while working overhead. Students will use the lighting and rigging systems of the theatres in the Theatre Arts building. Students actively participate in the implementation of</p>	2019 Fall	<p>Major Revision. Six-year review. Updating catalog description, schedule description, assignments, course content, methods of evaluation, student learning outcomes, CIP code, and textbooks.</p>

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
			the lighting designs for the productions within the department. While under supervision of one instructor students divide into multiple groups and work in multiple locations within the theatres. In order for the students and the instructor to maintain and practice industry standards of safety it is necessary to have a class size 15.		
THEA 249 F Intermediate Stage Crew Activity Units: .5-3 Lecture: 0 Laboratory: 1.5-9	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Catalog Description Update • Prerequisite Validation 	15	This course is a co req of the Theatre Arts technical theatre courses. Based on which technical theatre course the student has enrolled, and utilizing arranged hours with multiple supervisors, the student, in order to earn lab hours, selects from the following technical theatre areas: scenery construction, costume construction, makeup, lighting, audio, scene painting, properties, running crew, and	2019 Fall	Major Revision. Six-year review. Updating catalog description, course content, methods of instruction, CIP code, student learning outcomes and textbooks.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
			<p>front of house operations. Through project based learning, the instructor of this course supervises and instructs students on an individual basis while the students are engaged in practicing the skill(s) they are learning. During lab sessions instructors provide individualized instruction and supervision on a regular basis as the students build and paint scenery, costumes, properties, hang and focus lighting equipment, load in audio equipment and provide front of house staffing as well as the supervision of backstage running crews. Students will use department equipment, including power and hand tools, sewing machines, steam irons, lighting, painting and audio equipment throughout the Theatre Arts shops</p>		

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
			and facilities. While involved in the construction and implementation of the designs for theatrical productions, students will often climb ladders, work overhead, and use the rigging, lighting and audio systems of the theatres in the Theatre Arts building.		
THEA 250 F Advanced Stage Crew Activity Units: .5-3 Lecture: 0 Laboratory: 1.5-9	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Method of Instruction • Catalog Description Update • Prerequisite Validation • Six-year review 	15	This course is a co req of the Theatre Arts technical theatre courses. Based on which technical theatre course the student has enrolled, and utilizing arranged hours with multiple supervisors, the student, in order to earn lab hours, selects from the following technical theatre areas: scenery construction, costume construction, makeup, lighting, audio, scene painting, properties, running crew, and front of house operations. Through project based	2019 Fall	Major Revision. Six-year review. Updating methods of instruction, CIP code and textbooks.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
			<p>learning, the instructor of this course supervises and instructs students on an individual basis while the students are engaged in practicing the skill(s) they are learning. During lab sessions instructors provide individualized instruction and supervision on a regular basis as the students build and paint scenery, costumes, properties, hang and focus lighting equipment, load in audio equipment and provide front of house staffing as well as the supervision of backstage running crews. Students will use department equipment, including power and hand tools, sewing machines, steam irons, lighting, painting and audio equipment throughout the Theatre Arts shops and facilities. While involved in the construction and</p>		

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
			implementation of the designs for theatrical productions, students will often climb ladders, work overhead, and use the rigging, lighting and audio systems of the theatres in the Theatre Arts building.		
THEA 265 F Theatre Management Units: 2 Lecture: 2 Laboratory: 0	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) 	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Major Revision. Six-year review. Updating course content and textbooks.
THEA 266 F Stage Management Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Method of Instruction • Assignments Revision 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Major revision. Six-year review. Updating assignments, methods of instruction, course content, CIP code, and textbooks.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Catalog Description Update • Schedule Description Update • Six-year review 				
THEA 277 F Intermediate Director's Practicum Units: .5-3 Lecture: 0 Laboratory: 1.5-9	<ul style="list-style-type: none"> • SAMS Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Method of Evaluation • Assignments Revision • Catalog Description Update • Schedule Description Update • Prerequisite Revision • Class Size Revision • Objectives Revision 	25	The performance, technical and administrative work produced by this class requires extensive individualized feedback, coaching and support as students are taught staging, blocking, choreography, and characterization techniques. This course also requires coordination of the repetition and evaluation of the actors and technicians individual work during dress, technical rehearsals and performances relevant to the production.	2019 Fall	Six-year review. Prerequisite revision FROM THEA 235 F TO THEA 177 F to create a sequential track in directing, and to streamline the program into two tracks (acting and directing).
THEA 290 F Theatrical Production Techniques Units: 1-3 Lecture: 0 Laboratory: 3-9	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the overall scope of the course) 	25	During this class the students are engaged in practicing the skill(s) they are learning through hands on	2019 Fall	Six-year review. Adding new courses THEA 189 F and THEA 285 F to pre requisites and

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Catalog Description Update • Schedule Description Update • Prerequisite Revision • Six-year review 		lab, rehearsal and performance sessions. The instructor gives each student individual instruction, guidance and evaluation as the sessions proceed.		prerequisites validations. Updating catalog, schedule descriptions, and textbooks.
THEA 298 F Theatre Arts Internship Units: 2-4 Lecture: 1 Laboratory: 3-9	<ul style="list-style-type: none"> • CIP Code Revision • Textbooks • Course Content (that do not change the overall scope of the course) • Student Learning Outcomes • Method of Instruction • Assignments Revision • Hours (WSCH Lecture and/or Lab) • Catalog Description Update • Advisory Validation • Six-year review • Objectives Revision • Unit Revision 	25	The instructor for this course coordinates internships and field practice opportunities and supervises students individually at various theatrical locations, venues and theme parks. The instructor will also be responsible for follow-up on site progress reports for individual students.	2019 Fall	Six-year review. Hours revision FROM Lec 0 TO Lec 1 and resulting unit revision FROM 1-3 TO 2-4 to align with campus standard for internship courses
THEA 299 F Theatre Arts Independent Study Units: 1-3 Lecture: 0	<ul style="list-style-type: none"> • Textbooks • Course Content (that do not change the 	25	For this course the instructor and student create a learning contract and schedule of	2019 Fall	Major revision. Six-year review. Updating assignments, course content,

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
Laboratory: 3-9	overall scope of the course) • Student Learning Outcomes • Method of Instruction • Assignments Revision • Catalog Description Update		weekly conferences and projected completion dates. Through project based learning the students are engaged in practicing the skill(s) that lead them to the completion of their individual projects. The instructor gives each student individual instruction and evaluation as the project proceeds.		methods of instruction, student learning outcomes, and textbooks.

DELETE COURSES		
COURSE ID	EFF DATE	JUSTIFICATION
PE 155 F Aquatic Proficiency and Technique	2019 Fall	Deletion of course due to lack of enrollment and redundancy with PE 149, Swim for Fitness. Swim classes will be moving toward a Beginning and Intermediate/Advanced sequence.
AJ 901 F Organized Crime and the Criminal Justice System	2019 Fall	Course is being deleted since this course is typically not found in AJ programs offered.
AJ 102 F Introduction to Probation and Parole	2019 Fall	Course is no longer offered. AJ department has requested it to be deleted.
AJ 137 F Firearms	2019 Fall	Course is being deleted per overall Six-year review department plan.
CSTR 018 F Residential Construction Practice I	2019 Fall	This course is being replaced by CSTR 118 F.
CSTR 036 F Uniform Building Code - Residential	2019 Fall	Subject matter is obsolete and has been replaced by CSTR 031F International Building Code

DELETE COURSES		
COURSE ID	EFF DATE	JUSTIFICATION
CSTR 037 F Uniform Building Code - Commercial/Industrial	2019 Fall	Subject matter is obsolete and has been replaced by the International Residential Code CSTR 041F
IDES 120 F Interior Design Careers	2019 Fall	This class is no longer an effective tool as when initiated over 20 years ago in drawing prospective students to pursue a career in interior design. The continued interest and popularity in home renovations has contributed to public awareness of the value of working with an interior designer, and as a result, has spurred interest in choosing this as a career path. The history of the interior design profession and the career options therein, have always been a part of the course content for IDES 100 F Interior Design Fundamentals and will continue to be.
IDES 248BF Medical / Health Design	2019 Fall	Medical/Health Design will be covered in a new course IDES 275 F Studio IV.
IDES 249AF Study/Internat'l Arch & Design	2019 Fall	This course is not offered; there are no plans for the implementation of this class in the near future.
PE 136 F Springboard Diving	2019 Fall	Course deletion due to class no long being offered.
REC 105 F Survival Arts	2019 Fall	COURSE DELETION NO LONGER BEING OFFERED
REC 107 F Wilderness Survival	2019 Fall	COURSE DELETION NO LONGER BEING OFFERED
REC 108 F Backpacking	2019 Fall	COURSE DELETION NO LONGER BEING OFFERED
REC 111 F Camping and Our Bodyboarding Environment	2019 Fall	COURSE DELETION
STSV 215 F Tutoring Techniques	2018 Fall	Course deletion, no longer offered
STSV 223 F Helping Skills in Human Services	2018 Fall	Course deletion, no longer offered. STSV 223 F is part of the Interdisciplinary Studies: Emphasis in Social Behavior and Self-Development AA.

DELETE COURSES		
COURSE ID	EFF DATE	JUSTIFICATION
		Articulation officer, please remove STSV 223 F from this program.
STSV 299 F EOPS: Independent Study	2018 Fall	Course deletion, no longer offered
WELL 020 F Fitness Assessment	2019 Fall	Course deletion. Course will not be replaced. Physical fitness assessments are addressed in PE 154 and PE 165.
WELL 040 F Trng Princpl-Fitness Assessment	2019 Fall	Course deletion. Course will not be replaced. Interpretation of fitness testing is addressed in PE 154 and PE 165.
WELL 098AF Pathologies in Massage	2019 Fall	COURSE DELETION This course will not be replaced.
WELL 119 F Applied Biomechanics	2019 Fall	COURSE DELETION NO LONGER BEING OFFERED
WELL 200 F Applied Exercise Physiology	2019 Fall	COURSE DELETION NO LONGER BEING OFFERED
WELL 220 F Exercise and Aging	2019 Fall	COURSE DELETION NO LONGER OFFERED

DELETE DEGREES/CERTIFICATES		
DEGREE	EFF DATE	JUSTIFICATION
Administration of Justice Associate in Arts Degree	2019 Fall	Six-year review, Program Deletion. Old degree that has been updated by the AJ AS-T.

NEW DEGREES/CERTIFICATES			
DEGREE	ACTION TAKEN	EFF DATE	JUSTIFICATION
Social Sciences	The Law, Public Policy, and Society Associate in Arts Degree for Transfer,	2019 Fall	New Associate Degree for Transfer. This interdisciplinary degree

NEW DEGREES/CERTIFICATES			
DEGREE	ACTION TAKEN	EFF DATE	JUSTIFICATION
	<p>also called the Law, Public Policy, and Society AA-T or ADT, prepares students to transfer to CSU campuses that offer bachelor's degrees in Law, Public Policy, and Society. Ed Code Section 66746-66749 states students earning the Law, Public Policy, and Society AA-T degree will be granted priority for admission as a Law, Public Policy, and Society major to a local CSU, as determined by the CSU campus to which the student applies. The Law, Public Policy and Society ADT focuses on the development of communication skills, introduces students to the legal field, and prepares students for transfer to a CSU. In the program, students will learn to analyze social science and theories, evaluate diverse viewpoints related to the human experience, and produce evidence-based arguments. Students who choose to pursue an ADT In Law, Public Policy and Society will be prepared to go into a variety of majors such as Political Science, Communication Studies, Economics, Philosophy, and Social and Behavioral Sciences. This degree requires a total of 32-36 units. The following is required for all AA-T or AS-T degrees, and there are no additional graduation requirements: (1) Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following: (a) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements. (b) A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as</p>		<p>program is a collaborative effort between the Social Science and Business Divisions.</p>

NEW DEGREES/CERTIFICATES			
DEGREE	ACTION TAKEN	EFF DATE	JUSTIFICATION
	<p>determined by the community college district. (2) Obtainment of a minimum grade point average of 2.0. (3) ADTs also require that students must earn a C or better in all courses required for the major or area of emphasis. A "P" (Pass) grade is not an acceptable grade for courses in the major.</p> <p>Law, Public Policy, and Society Associate in Arts Degree for Transfer</p> <p>Required Core Courses (26 - 29 units): Units</p> <p>AJ 100 F Introduction to Criminal Justice 3</p> <p>or</p> <p>AJ 110AF Criminal Law 3</p> <p>or</p> <p>AJ 220 F Criminal Procedure 3</p> <p>or</p> <p>BUS 240 F Legal Environment of Business 3</p> <p>or</p> <p>BUS 240HF Honors Legal Environment of Business 3</p> <p>or</p> <p>BUS 245 F Business Law I 3</p> <p>PHIL 160 F Introduction to Ethics 3</p> <p>COMM 100 F Public Speaking 4</p> <p>or</p> <p>COMM 135 F Essentials of Argumentation 4</p> <p>or</p>		

NEW DEGREES/CERTIFICATES			
DEGREE	ACTION TAKEN	EFF DATE	JUSTIFICATION
	COMM 124 F Small Group Communication 3 ENGL 100 F College Writing 4 or ENGL 100HF Honors College Writing 4 or ENGL 101 F Enhanced College Writing 5 ENGL 103 F Critical Reasoning and Writing 4 or ENGL 103HF Honors Critical Reasoning and Writing 4 or PHIL 170 F Logic and Critical Thinking 3 MATH 120 F Introductory Probability and Statistics 4 or MATH 120HF Honors Introductory Probability and Statistics 4 or PSY 161 F Elementary Statistics for Behavioral Science 4 or PSY 161HF Honors Elementary Statistics for Behavioral Science 4 or SOSC 120 F Introduction to Probability and Statistics 4 HIST 170 F History of the United States to 1877		

NEW DEGREES/CERTIFICATES			
DEGREE	ACTION TAKEN	EFF DATE	JUSTIFICATION
	<p>3</p> <p style="text-align: center;">or</p> <p>HIST 170HF Honors History of the United States to 1877</p> <p>3</p> <p style="text-align: center;">or</p> <p>HIST 171 F History of the United States since 1877</p> <p>3</p> <p style="text-align: center;">or</p> <p>HIST 171HF Honors History of the United States since 1877</p> <p>3</p> <p>POSC 100 F American Government</p> <p>3</p> <p style="text-align: center;">or</p> <p>POSC 100HF Honors American Government</p> <p>3</p> <p>Select at least two courses (6-7 units) from two of the areas listed below (NOTE: courses must not have been used above).</p> <p>Units</p> <p>Area 1: Administration of Justice / Criminal Justice / Criminology Units</p> <p>AJ 100 F Introduction to Criminal Justice</p> <p>3</p> <p>AJ 110AF Criminal Law</p> <p>3</p> <p>AJ 140 F Juvenile Procedures</p> <p>3</p> <p>AJ 220 F Criminal Procedure</p> <p>3</p> <p>AJ 222 F Rules of Evidence</p> <p>3</p> <p>SOC 292 F Introduction to Criminology</p> <p>3</p> <p>Area 2: Business Units</p>		

NEW DEGREES/CERTIFICATES			
DEGREE	ACTION TAKEN	EFF DATE	JUSTIFICATION
	BUS 240 F Legal Environment of Business 3 BUS 240HF Honors Legal Environment of Business 3 BUS 245 F Business Law I 3 Area 3: Economics Units ECON 101 F Principles of Economics - Micro 3 ECON 101HF Honors Principles of Economics - Micro 3 ECON 102 F Principles of Economics-Macro 3 ECON 102HF Honors Principles of Economics-Macro 3 Area 4: Political Science Units POSC 120 F Introduction to Political Theory 3 POSC 215 F Comparative Politics 3 POSC 200 F Introduction to the Study of Politics 3 POSC 230 F Introduction to International Relations 3 Area 5: Public Policy Units GEOG 100 F Global Geography 3 GEOG 100HF Honors Global Geography 3 JOUR 140 F Public Relations/Publicity		

NEW DEGREES/CERTIFICATES			
DEGREE	ACTION TAKEN	EFF DATE	JUSTIFICATION
	3 ETHS 235 F Contemporary Social Justice Movements 3 ETHS 235HF Honors Contemporary Social Justice Movements 3 SOC 102 F Social Problems 3 SOC 285 F Drugs and Society 3 POSC 220 F Introduction to Public Administration 3 Area 6: Diversity Units ANTH 102 F Cultural Anthropology 3 ANTH 102HF Honors Cultural Anthropology 3 COMM 120 F Intercultural Communication 3 GEOG 160 F Cultural Geography 3 SOC 230 F Sociology of Gender 3 SOC 230HF Honors Sociology of Gender 3 SOC 290 F Sociology of Race and Ethnicity 3 ETHS 101 F American Ethnic Studies 4 ETHS 129 F Introduction to African-American Studies 3 ETHS 130 F African-American History I 3 ETHS 131 F African-American History II 3		

NEW DEGREES/CERTIFICATES			
DEGREE	ACTION TAKEN	EFF DATE	JUSTIFICATION
	ETHS 150 F Introduction to Chicana/o Studies 3 ETHS 151 F Chicana/o History I 3 ETHS 152 F Chicana/o History II 3 ETHS 153 F Chicana/o and Latina/o Contemporary Issues 3 ETHS 153HF Honors Chicana/o and Latina/o Contemporary Issues 3 ETHS 160 F History of the Native Americans 3 ETHS 170 F Introduction to Asian Pacific American Studies 3 ETHS 171 F Asian Pacific American History 3 PSY 131 F Cross Cultural Psychology 3 Area 7: College Success Units COUN 151 F Career and College Success 3 COUN 163 F Personal Growth and Life Transitions 3 Area 8: Internship / Fieldwork Units POSC 199 F Public Policy Internship 1 Total Units 32 – 36		

NEW DEGREES/CERTIFICATES			
DEGREE	ACTION TAKEN	EFF DATE	JUSTIFICATION
Art	<p>Children’s Book Illustration Certificate</p> <p>The Children’s Book Illustration Certificate is designed to prepare advanced skill-level students to create content specifically in children's picture books. This certificate emphasizes book content development, processes and publishing methods. It also provides skills and strategies for students to develop their own original Intellectual properties. To fulfill the requirements in this certificate, the student must have first taken the prerequisites for all courses in the certificate, or by portfolio review by department instructors. Upon completion of the required courses the student must submit a finished, self-published children’s book, for review and approval by three full-time faculty including: Head of the Illustration area, Art Department Chair, and another full-time faculty from the Illustration and DART programs. The book will be assessed against an industry standard preparing the student for the next stage of entering the profession. This certificate requires a total of 33-35 units. A minimum grade of C or better is required for each course taken in the certificate.</p> <p>Required Courses: 24 units Units</p> <p>ART 217 F Children's Book Illustration 3</p> <p>ART 218 F Visual Storytelling: Structure and Form 3</p> <p>ART 220 F Genre and Style in Entertainment Art 3</p>	2019 Fall	Children's book publishing accounts for over \$4 billion of annual US book industry sales*. The success of movies based on children's books, from the Wizard of OZ to Shrek, is inestimable. Self-published children's books provide a forum for students to develop intellectual properties that they own, and can license to production, animation, film, and game studios. For students to produce books with pictures on every page, and to meet the specific demands of creating content for children, they must master disciplines unique to children's book illustration. This program surveys classic children's books as well as modern approaches to identify those disciplines. It provides skills for creating pictures that accompany written text, and delivering product that is technically professional for both print and web publishing. This program provides structure for students to develop a book idea that can be sold, and a working process that allows them to develop more books efficiently. The projects and assignments include research, brainstorming, selection and revision, production, means of delivery, marketing, and a professionally advised plan for entering the industry. Students in this program will join the Society of Children's Book Writers and Illustrators (SCBWI) of Los Angeles, and attend agent and publisher events. They also will attend the BookExpo America (BEA), which is

NEW DEGREES/CERTIFICATES			
DEGREE	ACTION TAKEN	EFF DATE	JUSTIFICATION
	ART 222 F Composition for Artists: Elements and Principles 3 ART 244 F Illustration 3 ART 247 F Sketching for Animators and Illustrators- Traditional Media Techniques 3 DART 140 F Digital Publishing I 3 DART 148 F Introduction To Narrative Illustration 3 Restricted Electives: 9-11 units from this list Units ART 144 F Fundamentals of Cartooning 2 ART 188 F Beginning Watercolor Painting 3 ART 225 F Illustrating Literature 3 ART 246 F Advanced Illustration 3 ENGL 239 F Survey of Children's Literature 3 PRNT 101 F Introduction to Printing 3 DART 110 F Fundamentals of Character Design 3 Total Units 33 - 35		the largest book publishing industry convention in the US, when it periodically meets at the LA Convention Center. *According to the Association of American Publishers (AAP): http://newsroom.publishers.org/us-publishing-industrys-annual-survey-reveals-nearly-28-billion-in-revenue-in-2015/
Art	Storyboarding Certificate The Storyboarding Certificate provides a concentration in storyboarding for advanced skill-level students, as well as professionals in related fields, such as	2019 Fall	Storyboard artists' specialized skills are utilized at the start of the majority of productions in hundreds of studios in the Multimedia Arts and Animation industries, which

NEW DEGREES/CERTIFICATES			
DEGREE	ACTION TAKEN	EFF DATE	JUSTIFICATION
	<p>illustration, graphic design and concept design who want to move in this field in order to expand their skills or make a career change. The Storyboarding Certificate emphasizes Story development, illustrating the narrative, planning shots, and drawing panels to demonstrate action and continuity between scenes in animation or live action. To fulfill the requirements in this certificate, the student must have first taken the prerequisites for all courses in the certificate, or by portfolio review by instructors of the Illustration and DART programs. This certificate requires 21 units of required courses. A minimum grade of C is required in each course taken.</p> <p>Required Courses (21 units) Units</p> <p>ART 214 F Perspective and Staging for Storyboarding 3</p> <p>ART 215 F Beginning Storyboarding and Narrative Composition 3</p> <p>ART 216 F Advanced Storyboarding and Pre-Visual Preparation 3</p> <p>ART 219 F Visual Storytelling: Image and Sequence 3</p> <p>ART 221 F Staging and Scene Development 3</p> <p>ART 223 F Composition for Artists: Master Studies 3</p> <p>DART 104 F Introduction to Maya 3D 3</p> <p>Total Units 21</p>		<p>According to the Bureau of Labor Statistics will reach the 73,700 in job-numbers, with a 10% job outlook predicted for the coming year. Our campus is strategically located in the center of the Southern California area, the largest concentration of employers in these creative employment industries in the world. Many artists that enter this field come from existing professional creative fields, such as illustrators, graphic designers and concept artists. The Storyboarding Certificate provides a course-concentration in storyboarding for students with advanced-skill levels, and professionals that want to make a change in careers or improve their professional skills.</p>

NEW DEGREES/CERTIFICATES			
DEGREE	ACTION TAKEN	EFF DATE	JUSTIFICATION
Cosmetology	<p>The Cosmetology Crossover to Barbering Certificate provides the additional hours required to prepare students to pass the California Board of Barbering and Cosmetology license examination to practice Barbering. This program is designed to prepare students for a career and/or employment in the technical field of barbering with basic entry level knowledge and skills in: Professional development, salon ecology, anatomy and physiology, electricity, chemistry, barbershop business, trichology, hair and scalp treatments, facial massage and treatments, shaving and facial hair design, hair replacement, haircutting, wet and thermal hairstyling, permanent waving and chemical straightening, haircoloring and bleaching, health and safety, state board rules and regulations. Students must be 17 years of age when applying for the California Board of Barbering and Cosmetology barbering license examination.</p> <p>In addition to the 7.5 unit course “COSM 080 F Barbering: Cosmetology Crossover to Barbering”, this program requires completion of the 50 units of Cosmetology courses from Fullerton College listed below OR completion of the equivalent, which is 1600 hours of Cosmetology, theory hours, and practical operations with proof of training/certificate from an accredited California community college/post-secondary school approved by the California Board of Barbering and Cosmetology.</p> <p>This certificate requires a total of 57.5 units. A minimum grade of C is required in each course taken.</p>	2019 Fall	<p>This new certificate program provides the 200 hours transfer of credits course from Cosmetology to Barbering required by the California Board of Barbering and Cosmetology to apply for the barber license examination. The "Transfer of Credits Course Breakdown" of hours are located in "attached files" as a reference.</p>

NEW DEGREES/CERTIFICATES			
DEGREE	ACTION TAKEN	EFF DATE	JUSTIFICATION
	<p>Cosmetology Crossover to Barbering Certificate</p> <p>Required Courses (50 units) from the Cosmetology Certificate Units COSM 055AF Cosmetology: Level 1 11 COSM 055BF Cosmetology: Level 2 11 COSM 055CF Cosmetology: Level 3 10 COSM 055DF Cosmetology: Level 4 9 COSM 055EF Cosmetology: Level 5 9 Required Courses (7 units) Units COSM 080 F Barbering: Cosmetology Crossover to Barbering 7.5</p> <p>Total Units 57.5</p>		

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
Physical Education	<ul style="list-style-type: none"> • Course Title Revision • Course Unit Revision • Catalog Description Update 	<p>Physical Education — Fitness Associate in Science Degree (FY 2019)</p> <p>The Physical Education — Fitness Associate in Science Degree is designed to educate students that are entering into the fitness industry or those that are interested in coaching, exercise training and fitness training. This degree requires a total of 18-20 units. Required Courses: (13 Units)</p>	2019 Fall	PE 150 title revision FROM Latin Aerobics TO Latin Cardiofit. PE 150 unit revision FROM 0.5-1 unit TO 1.0 unit.

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		<p>Units</p> <p>ANAT 231 F General Human Anatomy 4</p> <p>or</p> <p>BIOL 102 F Human Biology 3</p> <p>and</p> <p>BIOL 102LF Human Biology Laboratory 1</p> <p>PE 154 F Fitness Testing With Exercise Prescription 3</p> <p>PE 235 F First Aid, CPR, and Safety Education 3</p> <p>PE 248 F Psychology of Sport 3</p> <p>*American Red Cross certification can be substituted at the discretion of the Division. Students must take an additional 3 units from restricted electives</p> <p>Restricted Electives: (5-7 Units)</p> <p>Units</p> <p>ACCT 001 F Accounting for Small Business 3</p> <p>FOOD 060 F Foods for Fitness 2</p> <p>PE 150 F Latin Cardiofit 1</p> <p>PE 182 F Body Building/Body Development and Weight Lifting 1</p> <p>PE 236 F Prevention and Care of Athletic Injuries 3</p> <p>WELL 230 F The Body-Mind Connection 3</p> <p>Total Units</p> <p>18 - 20</p>		

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
Child Development and Educational Studies	<ul style="list-style-type: none"> • Course Title Revision • Course Unit Revision • Program Unit Revision • CIP Code Revision • Catalog Description Update • TOPS Code Revision • Removing Courses from "Required" • Adding Courses to "Required" 	<p>Elementary Teacher Education Associate in Arts Degree for Transfer (FY 2019)</p> <p>The Associate in Arts in Elementary Teacher Education for Transfer (AA-T), also called the Elementary Teacher Education AA-T Degree, prepares students to transfer to CSU campuses that offer bachelor's degrees in Liberal Studies or Integrated Teacher Education Programs. Ed Code Section 66746-66749 states students earning the Elementary Teacher Education AA-T degree will be granted priority for admission as a Liberal Studies or Integrated Teacher Education Program major to a local CSU, as determined by the CSU campus to which the student applies. The Elementary Teacher Education AA-T Degree is designed for students who will be transferring to a four-year institution, obtaining a Bachelor's degree and pursuing a teaching credential through a California State University (CSU) integrated or traditional teacher preparation program. Course and degree requirements may vary at each CSU campus therefore it is important that students consult with a Fullerton College Teacher Preparation Counselor and respective university transfer representative to confirm program requirements and transferable work. The Elementary Teacher Education AA-T Degree requires a total of 54-57 units. The following is required for all AA-T or AS-T degrees, and there are no additional graduation requirements: (1) Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following: (a) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements. (b) A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district. (2) Obtainment of a</p>	2019 Fall	<p>Revising degree to reflect HIST course title changes (document attached). Core required course list FROM: 50 units TO: 48-50 units, per TMC. OVERALL DEGREE UNIT CHANGE, FROM: 56-57, TO: 54-57. Added honors versions of courses where appropriate. Added ENGL 101 F as option with ENGL 100 F in Required Courses. Course unit revision CDES 261 F FROM: 2, TO: 3 units. Deleted CDES 261LF, since course itself is being deleted. Corrected TOP Code to the code included in the TMC template for the Elementary</p>

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		minimum grade point average of 2.0. (3) ADTs also require that students must earn a C or better in all courses required for the major or area of emphasis. A "P" (Pass) grade is not an acceptable grade for courses in the major. Required Core Courses: (48-50 units) Units CDES 261 F Introduction to Elementary Classroom Teaching 3 CDES 120 F Child Development 3 BIOL 100 F Principles of Biology 4 or BIOL 101 F General Biology 5 or BIOL 101HF Honors General Biology 5 CHEM 100 F Chemistry for Daily Life 4 or CHEM 101 F Chemistry for Allied Health Science 5 PHYS 130 F Elementary Physics 4 ESC 101 F Earth Science Survey 3 and ESC 101LF Earth Science Survey Lab 1 or ESC 107 F Earth Science for Educators 4 MATH 203 F Mathematics for Future Elementary Teachers 3 COMM 100 F Public Speaking 4 ENGL 100 F College Writing 4		Teacher Education ADT

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		or ENGL 100HF Honors College Writing 4 or ENGL 101 F Enhanced College Writing 5 ENGL 102 F Introduction to Literature 3 or ENGL 102HF Honors Introduction to Literature 3 GEOG 100 F Global Geography 3 or GEOG 100HF Honors Global Geography 3 HIST 112 F World Civilizations to 1550 3 or HIST 112HF Honors World Civilizations to 1550 3 HIST 170 F History of the United States to 1877 3 or HIST 170HF Honors History of the United States to 1877 3 POSC 100 F American Government 3 or POSC 100HF Honors American Government 3 List A (3-4 units) Select one course from the following: Units ENGL 103 F Critical Reasoning and Writing 4 or ENGL 103HF Honors Critical Reasoning and Writing 4		

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		<p>ENGL 104 F Critical Thinking and Writing about Literature 4</p> <p>ENGL 201 F Intermediate College Writing 3</p> <p>PHIL 172 F Critical Thinking/Writing 3</p> <p>List B (3 units) Select one course from the following: Units</p> <p>ART 110 F Introduction to Art 3</p> <p>DANC 100 F Dance Appreciation 3</p> <p>MUS 116 F Music Appreciation 3</p> <p>THEA 100 F Introduction to the Theatre 3</p> <p>Total Units 54 - 57</p>		
History	<ul style="list-style-type: none"> • Course Title Revision • CIP Code Revision • Catalog Description Update • Program SLOA Revision • Adding Courses to "Required" • Adding Courses to "Restricted Electives" • Removing Courses 	<p>History Associate in Arts Degree (FY 2019)</p> <p>The History Associate in Arts Degree is designed to prepare students to acquire basic historical knowledge and academic skills both to transfer to a four year institution and to understand historical causes of current events. History is the study of change over time. Historians analyze cause and effect, construct narratives from primary and secondary sources, and try to explain the actions of people in the past. Students in history courses learn more than dates, names, and events. They also learn how to interpret, debate, and draw conclusions. History majors acquire a broad perspective on the human experience and appreciate how the past shaped the present. A History degree is an excellent general preparation for careers in education, law, historical research, historical</p>	2019 Fall	Catalog Description Update; Course title revisions; No unit changes; Program SLOA Revision.

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
	from "Restricted Electives"	<p>preservation, government, journalism, media, and communication. This degree requires a total of 18 units. Required Courses: 6 units</p> <p>Units HIST 170 F History of the United States to 1877 3 or HIST 170HF Honors History of the United States to 1877 3 HIST 171 F History of the United States since 1877 3 or HIST 171HF Honors History of the United States since 1877 3</p> <p>Restricted Electives: List A 6 units</p> <p>Units HIST 110 F Western Civilizations to 1550 3 or HIST 110HF Honors Western Civilizations to 1550 3 HIST 111 F Western Civilizations since 1550 3 or HIST 111HF Honors Western Civilizations since 1550 3 HIST 112 F World Civilizations to 1550 3 or HIST 112HF Honors World Civilizations to 1550 3 HIST 113 F World Civilizations Since 1550 3</p>		

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		<p>or</p> <p>HIST 113HF Honors World Civilizations Since 1550 3</p> <p>Restricted Electives: List B, Group 1 3 units Any List A course not used above OR Units</p> <p>ETHS 130 F African-American History I 3</p> <p>ETHS 131 F African-American History II 3</p> <p>ETHS 151 F Chicana/o History I 3</p> <p>ETHS 152 F Chicana/o History II 3</p> <p>ETHS 160 F History of the Native Americans 3</p> <p>ETHS 171 F Asian Pacific American History 3</p> <p>HIST 154 F Ancient Egypt 3</p> <p>HIST 160 F Asian Civilizations I 3</p> <p>HIST 161 F Asian Civilizations II 3</p> <p>HIST 165 F Introduction to the Middle East 3</p> <p>HIST 270 F Women in United States History 3</p> <p>Restricted Electives List B, Group 2 3 units Any List A course not used above OR Units</p> <p>HIST 151 F Survey of British History I 3</p> <p>HIST 152 F Survey of British History II 3</p> <p>HIST 190 F History of the Americas I 3</p>		

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		HIST 191 F History of the Americas II 3 HIST 275 F History of California 3 Total Units 18		
History	<ul style="list-style-type: none"> • Course Title Revision • CIP Code Revision 	<p>History Associate in Arts Degree for Transfer (FY 2019)</p> <p>The Associate in Arts Degree in History for Transfer, also called the History AA-T Degree, prepares students to transfer to CSU campuses that offer bachelor’s degrees in History. Ed Code Section 66746-66749 states students earning the History AA-T degree will be granted priority for admission as a History major to a local CSU, as determined by the CSU campus to which the student applies. History is the study of change over time. Historians analyze cause and effect, construct narratives from primary sources, and try to explain the actions of people in the past. Students in history courses learn more than dates, names, and events. They also learn how to interpret, debate, and draw conclusions. History majors acquire a broad perspective on the human experience and appreciate how the past shaped the present. A History degree is an excellent general preparation for careers in education, law, historical research, historical preservation, government, journalism, media, and communication. The History AA-T Degree requires a total of 18 units of required courses and restricted electives. The following is required for all AA-T or AS-T degrees, and there are no additional graduation requirements: (1) Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following: (a) The Intersegmental General</p>	2019 Fall	Course title revisions.

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		<p>Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements. (b) A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district. (2) Obtainment of a minimum grade point average of 2.0. (3) ADTs also require that students must earn a C or better in all courses required for the major or area of emphasis. A “P” (Pass) grade is not an acceptable grade for courses in the major.</p> <p>Required Core (6 units) Units HIST 170 F History of the United States to 1877 3 or HIST 170HF Honors History of the United States to 1877 3 HIST 171 F History of the United States since 1877 3 or HIST 171HF Honors History of the United States since 1877 3</p> <p>List A - Select two courses (6 units) Units HIST 110 F Western Civilizations to 1550 3 or HIST 110HF Honors Western Civilizations to 1550 3 HIST 111 F Western Civilizations since 1550 3 or HIST 111HF Honors Western Civilizations since 1550 3 HIST 112 F World Civilizations to 1550</p>		

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		3 or HIST 112HF Honors World Civilizations to 1550 3 HIST 113 F World Civilizations Since 1550 3 or HIST 113HF Honors World Civilizations Since 1550 3 List B, Group 1 - Select one course (3 units) Any List A course not used above OR Units HIST 154 F Ancient Egypt 3 HIST 160 F Asian Civilizations I 3 HIST 161 F Asian Civilizations II 3 HIST 165 F Introduction to the Middle East 3 HIST 270 F Women in United States History 3 ETHS 130 F African-American History I 3 ETHS 131 F African-American History II 3 ETHS 151 F Chicana/o History I 3 ETHS 152 F Chicana/o History II 3 ETHS 160 F History of the Native Americans 3 ETHS 171 F Asian Pacific American History 3 List B, Group 2 - Select one course (3 units) Any List A course not used above OR Units HIST 151 F Survey of British History I 3		

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		HIST 152 F Survey of British History II 3 HIST 190 F History of the Americas I 3 HIST 191 F History of the Americas II 3 HIST 275 F History of California 3 Total Units 18		
History	<ul style="list-style-type: none"> • Course Title Revision • Program Unit Revision • Catalog Description Update • Program SLOA Revision • Adding Courses to "Required" 	<p>Latin-American Studies Associate in Arts Degree</p> <p>The Latin-American Studies Associate in Arts Degree is an interdisciplinary degree which combines courses from multiple academic disciplines to give students a broad background encompassing historical, political, social, cultural, and geographic aspects of Latin America. A degree in Latin American Studies affords students access to a wide range of career opportunities in the United States and abroad. The continuing importance of Latin America for the U.S. and the growing Latin population in the U.S. has produced an increasing need for trained persons with a knowledge of the region to work in government, teaching, business and other fields. The Latin-American Studies Associate in Arts Degree requires a total of 19-20 units.</p> <p>Required Courses: (13-14 units) Units GEOG 100 F Global Geography 3 or GEOG 100HF Honors Global Geography 3 HIST 190 F History of the Americas I 3 HIST 191 F History of the Americas II</p>	2019 Fall	Revising degree to reflect HIST course title changes. Course listings alphabetized. PLSLO's updated with measurable verbs. No unit changes. Adding SPAN 201 F as an additional option in Required Courses. Resulting program unit revision FROM 19 units TO 19-20 units.

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		3 SPAN 201 F Spanish for the Spanish Speaker 5 or SPAN 203 F Intermediate Spanish III 4 or SPAN 204 F Intermediate Spanish IV 4 Restricted Electives: (6 units) Units ANTH 102 F Cultural Anthropology 3 or ANTH 102HF Honors Cultural Anthropology 3 BUS 131 F Principles of International Business 3 ECON 101 F Principles of Economics - Micro 3 or ECON 101HF Honors Principles of Economics - Micro 3 ECON 102 F Principles of Economics-Macro 3 or ECON 102HF Honors Principles of Economics- Macro 3 GEOG 160 F Cultural Geography 3 HIST 110 F Western Civilizations to 1550 3 or HIST 110HF Honors Western Civilizations to 1550 3 HIST 111 F Western Civilizations since 1550 3 or		

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		<p>HIST 111HF Honors Western Civilizations since 1550 3</p> <p>POSC 215 F Comparative Politics 3</p> <p>SOC 101 F Introduction to Sociology 3</p> <p>or</p> <p>SOC 101HF Honors Introduction to Sociology 3</p> <p>SPAN 206 F Introduction to Latin American Literature 3</p> <p>Total Units 19 - 20</p>		
Horticulture	<ul style="list-style-type: none"> • Course Title Revision • Program Unit Revision • Catalog Description Update • Six-year review • Removing Courses from "Required" • Adding Courses to "Restricted Electives" 	<p>Landscape Design/Management Certificate</p> <p>The Landscape Design/Management Certificate prepares a student for entry level positions in the landscape design or landscape maintenance industry. The hands-on classes also provide the skills necessary for self -employment in the landscape design or landscape management industry. The Landscape Design/Management Certificate Program requires completion of 30-35 units of which 6 units are in required courses. An additional 24-29 units must be completed from four categories as restricted electives. A minimum grade of C is required in each course taken.</p> <p>Required Courses (6 units) Units HORT 153 F Landscape Irrigation 3 HORT 177 F Turf Grass Management 3</p> <p>Restricted Electives (24 – 29 units) Units</p> <p>Category A (6 units)</p>	2019 Fall	<p>Six-year review. Reflect HIST 112 F course title revision. Create additional categories of restricted electives, and move some required courses into restricted elective categories. Add HIST 112HF and HORT 168 F to Category C. Program unit revision FROM 33-35 TO 30-35 units. Correct units</p>

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		<p>The student must complete either the HORT 005 F and 006 F sequence or the HORT 160 F and 161 F sequence.</p> <p>Units</p> <p>HORT 005 F Basic Landscape Plants I 3</p> <p>and</p> <p>HORT 006 F Basic Landscape Plants II 3</p> <p>or</p> <p>HORT 160 F Plant ID / Ornamental Trees 3</p> <p>and</p> <p>HORT 161 F Plant Identification/Ornamental Shrubs 3</p> <p>Category B (3 – 4 units)</p> <p>The student must complete either HORT 165 F or HORT 200 F.</p> <p>Units</p> <p>HORT 165 F Landscape Management 4</p> <p>or</p> <p>HORT 200 F Landscape Design 3</p> <p>Category C (7 – 10 units)</p> <p>The student must complete a minimum of 7 units from the following list of courses.</p> <p>Units</p> <p>HIST 112 F World Civilizations to 1550 3</p> <p>or</p> <p>HIST 112HF Honors World Civilizations to 1550 3</p> <p>HORT 155 F Soils 3</p> <p>HORT 156 F Plant Nutrition 2</p> <p>HORT 168 F Landscape Construction 3</p> <p>HORT 169LF Landscape Construction Lab 1</p> <p>HORT 170 F Landscaping Contracting 3</p> <p>HORT 201 F Advanced Landscape Design 3</p> <p>HORT 215 F Diseases/Pests Ornament Plants 4</p> <p>Category D (8 – 9 units)</p> <p>The student must complete a minimum of 8 units from the following list of courses.</p> <p>Units</p>		for HORT 005 F (CurriCUNET records correction only).

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		HORT 162 F Landscaping for Dry Climates 3 HORT 164 F Plant Identification--Annual, Perennials and Houseplants 3 HORT 185 F Arboriculture 2 HORT 205 F Applied Entomology 3 HORT 207 F Plant Pathology 3 Total Units 30 - 35		
Nutrition and Foods	<ul style="list-style-type: none"> • Adding Courses to "Required" • Adding Courses to "Restricted Electives" 	<p>Nutrition and Dietetics Associate in Science Degree for Transfer</p> <p>The Nutrition and Dietetics Associate in Science Degree for Transfer, also referred to as the Nutrition and Dietetics AS-T degree (or ADT), prepares students to transfer to CSU campuses that offer bachelor's degrees in nutrition and dietetics. Ed Code Section 66746-66749 states students earning the Nutrition and Dietetics AS-T degree will be granted priority for admission as a Nutrition and Dietetics major to a local CSU, as determined by the CSU campus to which the student applies. This degree introduces students to the principles and methodologies used in the study of nutrition and dietetics and allows students to acquire the foundational knowledge necessary to pursue post-secondary degrees in nutrition and dietetics. Coursework includes instruction in nutrition, foods, psychology, chemistry, and microbiology. The Nutrition and Dietetics AS-T degree requires a total of 27-29 units of required courses as indicated below. The following is required for all AA-T or AS-T degrees, and there are no additional graduation requirements: (1) Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following: (a) The Intersegmental General Education Transfer</p>	2019 Fall	NUTR 210HF has been added to the Required Courses and FOOD 130F has been added to List B.

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		<p>Curriculum (IGETC) or the California State University General Education – Breadth Requirements. (b) A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district. (2) Obtainment of a minimum grade point average of 2.0. (3) ADTs also require that students must earn a C or better in all courses required for the major or area of emphasis. A “P” (Pass) grade is not an acceptable grade for courses in the major. Required Core (16 units)</p> <p>Units</p> <p>CHEM 111AF General Chemistry I 5</p> <p>MICR 262 F General Microbiology 5</p> <p>NUTR 210 F Human Nutrition 3</p> <p>or</p> <p>NUTR 210HF Honors Human Nutrition 3</p> <p>PSY 101 F General Psychology 3</p> <p>or</p> <p>PSY 101HF Honors General Psychology 3</p> <p>List A: Select two courses (8-10 units)</p> <p>Units</p> <p>ANAT 231 F General Human Anatomy 4</p> <p>or</p> <p>ANAT 240 F Human Physiology 5</p> <p>CHEM 111BF General Chemistry II 5</p> <p>CHEM 211AF Organic Chemistry I 5</p> <p>MATH 120 F Introductory Probability and Statistics 4</p>		

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		or MATH 120HF Honors Introductory Probability and Statistics (2018) 4 or PSY 161 F Elementary Statistics for Behavioral Science 4 or PSY 161HF Honors Elementary Statistics for Behavioral Science 4 or SOSC 120 F Introduction to Probability and Statistics 4 List B: Select one course (3 units) Units FOOD 102 F Introduction to Foods 3 FOOD 130 F Cultural Aspects of Food 3 Total Units 27 - 29		
Physical Education	<ul style="list-style-type: none"> • Course Title Revision • Course Unit Revision • Program Unit Revision • Catalog Description Update • Six-year review • Removing Courses 	<p>Personal Trainer Certificate (2019)</p> <p>The Personal Trainer Certificate is designed to prepare students to enter the job market as a certified personal trainer. This certificate requires a total of 19 units. A minimum grade of C is required in each course taken.</p> <p>Required Courses: (19 units) Units ANAT 231 F General Human Anatomy 4 Or BIOL 102 F Human Biology 3 and</p>	2019 Fall	Six-year review. Program unit revision FROM 23-27 units TO 19 units. Required courses: Add NEW COURSE PE 254. ADD PE 270, and WELL 265. Remove PE 229, WELL

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
	from "Required" • Adding Courses to "Required"	BIOL 102LF Human Biology Laboratory 1 PE 270 F Exercise Nutrition 3 or NUTR 210 F Human Nutrition 3 PE 154 F Fitness Testing With Exercise Prescription 3 PE 235 F First Aid, CPR, and Safety Education 3 WELL 265 F Movement Anatomy 3 PE 254 F Personal Fitness Trainer 3 Total Units 19		119, WELL 200 and WELL 221.
Philosophy & Religious Studies	• Course Title Revision • Catalog Description Update • Six-year review • Adding Courses to "Restricted Electives"	Philosophy Associate in Arts Degree The Philosophy Associate in Arts Degree includes the development of critical thinking and writing skills; the investigation of conceptual problems encountered in the course of reflecting about experience; the assessment of assumptions underlying other sciences and arts; and the exploration of intellectual and cultural history from a broad perspective. Majoring or minoring in philosophy is an excellent way of preparing for law school and other careers that involve facility in reasoning, analysis and information processing. This degree requires a total of 18 units. Required Courses: (12 units) (Honors versions of any required course and/or restricted elective course are considered equivalent courses) Units PHIL 100 F Introduction to Philosophy 3	2019 Fall	Six-year review Reduced required units from 15 to 12 by inserting "or" between courses (no new courses added to list). Increased restricted electives from 3 to 6 units. Added missing CIP code to correct C-Net records. Reflect HIST course title revisions.

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		or PHIL 100HF Honors Introduction to Philosophy 3 PHIL 160 F Introduction to Ethics 3 PHIL 170 F Logic and Critical Thinking 3 or PHIL 172 F Critical Thinking/Writing 3 PHIL 201 F History of Philosophy: Ancient and Medieval 3 or PHIL 202 F History of Philosophy: Modern and Contemporary 3 Restricted Electives: (6 units) Select any course from the list below, or PHIL 201 F or PHIL 202 F if not already completed from the list above. Units HIST 110 F Western Civilizations to 1550 3 or HIST 110HF Honors Western Civilizations to 1550 3 HIST 111 F Western Civilizations since 1550 3 or HIST 111HF Honors Western Civilizations since 1550 3 PHIL 101 F Introduction to Religious Studies 3 PHIL 105 F World Religions 3 or PHIL 105HF Honors World Religions 3		

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		PHIL 135 F Social and Political Philosophy 3 PHIL 195 F Women's Issues in Philosophy 3 PHIL 200 F Introduction to Christianity 3 PHIL 210 F Introduction to Judaism 3 PHIL 220 F The Holocaust 3 PHIL 225 F The American Religious Experience 3 PHIL 250 F The Religion of Islam 3 PHIL 270 F Introduction to Asian Religions 3 PHIL 299 F Philosophy Independent Study 1 Total Units 18		
Philosophy & Religious Studies	<ul style="list-style-type: none"> • Course Title Revision • Catalog Description Update • Six-year review • Adding Courses to "Restricted Electives" 	<p>Philosophy Associate in Arts Degree for Transfer</p> <p>The Associate in Arts for Transfer Degree in Philosophy, also called the Philosophy AA-T Degree, prepares students to transfer to CSU campuses that offer bachelor's degrees in philosophy. Ed Code Section 66746-66749 states, students earning the Philosophy AA-T degree will be granted priority for admission as a Philosophy major to a local CSU, as determined by the CSU campus to which the student applies. This degree requires students complete 60 CSU transferable units, including completion of CSU GE or IGETC and 18 units in the major with a cumulative GPA of 2.0 or better. Title 5 requires that students earn a grade of C or better in all major coursework. There are no additional graduation</p>	2019 Fall	Six-year review. Updated PL-SLO format. HIST course title changes: HIST 110/H; HIST 111/H. Added missing CIP code to correct C-Net records.

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		<p>requirements. The study of philosophy includes: (1) the development of critical thinking and writing skills; (2) the investigation of conceptual problems encountered in the course of reflecting about experience; (3) the assessment of assumptions underlying other sciences and arts; and (4) the exploration of intellectual and cultural history from a broad perspective. This degree requires a total of 18 units.</p> <p>Required courses: (6 units)</p> <p>Units</p> <p>PHIL 100 F Introduction to Philosophy 3</p> <p>or</p> <p>PHIL 100HF Honors Introduction to Philosophy 3</p> <p>or</p> <p>PHIL 160 F Introduction to Ethics 3</p> <p>PHIL 170 F Logic and Critical Thinking 3</p> <p>List A: Select one course from the list below, or any required course not already used from the list above (3 units)</p> <p>Units</p> <p>PHIL 105 F World Religions 3</p> <p>or</p> <p>PHIL 105HF Honors World Religions 3</p> <p>PHIL 172 F Critical Thinking/Writing 3</p> <p>PHIL 201 F History of Philosophy: Ancient and Medieval 3</p> <p>PHIL 202 F History of Philosophy: Modern and Contemporary 3</p> <p>PHIL 270 F Introduction to Asian Religions 3</p>		

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> Catalog Description Update Adding Courses to "Restricted Electives" 	<p>undergraduate background focusing on religion as a preparation for further study in such fields as education, law, social work, counseling and government service; wish to pursue further studies in religion with the aim of teaching and/or doing research in the subject, or are considering a career in various religious ministries or in religious education. Religious Studies examines Hinduism, Buddhism, Sikhism, Judaism, Christianity, Islam and other less familiar traditions. Studying religious traditions develops habits of mind that are very important for life in our multicultural society. Familiarity with the world's religions is necessary for an understanding of church-state issues in America and of geo-political conflicts in South Asia, the Middle East and elsewhere. This degree requires a total of 18 units.</p> <p>Required Courses (12 units) (Honors versions of any required course and/or restricted elective course are considered equivalent courses)</p> <p>Units</p> <p>PHIL 101 F Introduction to Religious Studies 3</p> <p>PHIL 105 F World Religions 3</p> <p>or</p> <p>PHIL 105HF Honors World Religions 3</p> <p>PHIL 200 F Introduction to Christianity 3</p> <p>PHIL 270 F Introduction to Asian Religions 3</p> <p>Restricted Electives (6 units)</p> <p>Units</p> <p>ENGL 243 F Folklore and Mythology 3</p> <p>or</p> <p>ENGL 243HF Honors Folklore and Mythology 3</p>		<p>changes. Updated format, PLSLOs and Catalog Description. Added missing CIP code, per Crosswalk document.</p>

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		HIST 112 F World Civilizations to 1550 3 or HIST 112HF Honors World Civilizations to 1550 3 HIST 113 F World Civilizations Since 1550 3 or HIST 113HF Honors World Civilizations Since 1550 3 HIST 154 F Ancient Egypt 3 HIST 160 F Asian Civilizations I 3 HIST 165 F Introduction to the Middle East 3 or HIST 165HF Honors Introduction to the Middle East 3 PHIL 100 F Introduction to Philosophy 3 or PHIL 100HF Honors Introduction to Philosophy 3 PHIL 160 F Introduction to Ethics 3 PHIL 170 F Logic and Critical Thinking 3 PHIL 172 F Critical Thinking/Writing 3 PHIL 195 F Women's Issues in Philosophy 3 PHIL 201 F History of Philosophy: Ancient and Medieval 3 PHIL 202 F History of Philosophy: Modern and Contemporary 3 PHIL 210 F Introduction to Judaism 3 PHIL 220 F The Holocaust 3		

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		PHIL 225 F The American Religious Experience 3 PHIL 250 F The Religion of Islam 3 Total Units 18		
Administrati on of Justice	<ul style="list-style-type: none"> • CIP Code Revision • Catalog Description Update • Six-year review • TOPS Code Revision • Program SLOA Addition • Removing Courses from "Required" • Adding Courses to "Required" 	Crime Scene Investigation Skills Certificate The Crime Scene Investigation Skills Certificate is designed to prepare students for entry-level employment as a crime scene investigator or field evidence technician in the law enforcement field. This certificate requires a total of 17 units. A minimum grade of C is required in each course taken. At least one half of the units toward the certificate must be completed at Fullerton College. Required Courses (17 units) Units AJ 092 F Crime Scene Investigation 1 AJ 093 F DNA Genetic Fingerprinting 0.5 AJ 096 F CAD/Crime Scene Application 0.5 AJ 151 F Police Report Writing 3 AJ 222 F Rules of Evidence 3 AJ 223 F Criminal Investigation 3 AJ 230 F Crime Scene Techniques 3 PHOT 111 F Introduction to Photography from Analog to Digital 3 Total Units 17	2019 Fall	Six-year review; updated catalog description; added PSLOs; updated CIP code. Replaced PHOT 101 F with PHOT 111 F.

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
Art	<ul style="list-style-type: none"> • Catalog Description Update • Six-year review • Program SLOA Revision • Program SLOA Addition • Adding Courses to "Restricted Electives" 	<p>Art History Associate in Arts Degree for Transfer</p> <p>The Art History Associate in Arts Degree for Transfer, also called the Art History AA-T Degree, prepares students to transfer to CSU campuses that offer bachelor's degrees in Art History. Ed Code Section 66746-66749 states students earning the Art History AA-T will be granted priority for admission as an Art History major to a local CSU, as determined by the CSU campus to which the student applies. A bachelor's degree in Art History prepares students for employment in curatorial work for the gallery and museum system. In addition, a bachelor's degree in Art History provides a solid foundation for advanced training in the more technical areas of art restoration and conservation, as well an introduction to art theory, methodology, and criticism – areas of study which are key to studies of art at the postgraduate level. The Art History AA-T Degree program requires a total of 18 units. The following is required for all AA-T or AS-T degrees, and there are no additional graduation requirements: (1) Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following: (a) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements. (b) A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district. (2) Obtainment of a minimum grade point average of 2.0. (3) ADTs also require that students must earn a C or better in all courses required for the major or area of emphasis. A “P” (Pass) grade is not an acceptable grade for courses in the major. Required Core Courses (9 Units)</p>	2019 Fall	<p>Six-year review updates. Added ART 117 F American Art and ART 213 F pre-Columbian Art and Art 211 F Women in the Arts to the appropriate lists. Revised SLOs and added one new SLO to reflect a more diverse program.</p>

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		Units ART 112 F Art History: Ancient to Medieval 3 ART 113 F Art History: Renaissance to Modern 3 ART 182 F Basic Drawing 3 List A (3 units) Select one: Units ART 116 F Art History: The Art of Mexico 3 ART 212 F Art History: The Art of Asia 3 ART 213 F Art History: Pre-Columbian Art 3 List B (3 units) Select one: Units ART 120 F Basic Design 3 ART 121 F Three-Dimensional Design 3 ART 153 F Ceramics: Beginning Handbuilding 3 ART 160 F Fundamentals of Sculpture 3 ART 186 F Beginning Life Drawing 3 DART 100 F Introduction to Digital Art 3 DART 170 F Digital Photo Editing I 3 PHOT 101 F Introduction to Photography 3 List C (3 units) Select one: Units Any course from List A or List B not already used. 3 or		

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		ART 114 F Art History: Impressionism to Present 3 ART 117 F Art History: American Art 3 ART 211 F Women in the Arts 3 Total Units 18		
Ethnic Studies	<ul style="list-style-type: none"> • Course Unit Revision • Program Unit Revision • Catalog Description Update • Adding Courses to "Required" • Adding Courses to "Restricted Electives" • Removing Courses from "Restricted Electives" 	<p>Chicana/o Studies Associate in Arts Degree (FY 2019)</p> <p>The Chicana/o Studies Associate in Arts Degree is designed to provide students with an interdisciplinary examination of the unique histories, cultures, and experiences of Chicanxs and Latinxs in the United States. Students will analyze historical themes and contemporary issues through the development of a transnational-global perspective and a critical intersectional understanding of race, ethnicity, class, gender and power. Chicana/o Studies provides students a space to develop a vision for positive social change and to bridge academic scholarship with action by engaging in liberatory practices that aim to eliminate social inequities and all forms of oppression. Graduates acquire group-centered leadership skills, knowledge of self, media literacy, critical thinking skills and an ability to work collaboratively with diverse populations. The major prepares students for both transfer and graduate studies as well as careers that serve Latinx populations in areas/fields such as public and business administration, human and health services, marketing and communications, research and education, politics and government, fine and performing arts and multicultural affairs. This degree requires a total of 18-20 units.</p> <p>Required Courses (15 units) Units</p>	2020 Fall	ETHS 101 F unit revision FROM 4 TO 3 units. Consequently, program units reduced FROM: 19, TO: 18-20. Added new course ETHS 110 F to Restricted Electives. Changed catalog unit description to recommended format. Added CIP code to update CURRICUNET records. Updated to 2020 as per email from ETHS dept. 9/17/18

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		ETHS 101 F American Ethnic Studies 3 or ETHS 101HF Honors American Ethnic Studies 3 ETHS 150 F Introduction to Chicana/o Studies 3 ETHS 151 F Chicana/o History I 3 ETHS 152 F Chicana/o History II 3 ETHS 153 F Chicana/o and Latina/o Contemporary Issues 3 or ETHS 153HF Honors Chicana/o and Latina/o Contemporary Issues 3 Restricted Electives (3-5 units) Units ETHS 110 F Women of Color in the U.S. 3 ETHS 129 F Introduction to African - American Studies 3 ETHS 130 F African-American History I 3 ETHS 131 F African-American History II 3 ETHS 160 F History of the Native Americans 3 ETHS 170 F Introduction to Asian Pacific American Studies 3 ETHS 171 F Asian Pacific American History 3 ETHS 235 F Contemporary Social Justice Movements 3 or		

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		ETHS 235HF Honors Contemporary Social Justice Movements 3 ETHS 199 F Ethnic Studies Independent Study 1 ETHS 299 F Ethnic Studies Advanced Independent Study 1 ANTH 209 F Cultures of Latin America 3 ART 116 F Art History: The Art of Mexico 3 ART 213 F Art History: Pre-Columbian Art 3 ENGL 249 F Survey of Chicano/a Literature 3 HIST 190 F History of the Americas I 3 HIST 191 F History of the Americas II 3 HIST 275 F History of California 3 JOUR 271 F Introduction to Spanish-Language Reporting 3 SOSC 130 F Introduction to LGBTQ Studies 3 SPAN 206 F Introduction to Latin American Literature 3 WMNS 100 F Introduction to Women's Studies 3 or WMNS 100HF Honors Introduction to Women's Studies 3 Total Units 18 - 20		

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
Ethnic Studies	<ul style="list-style-type: none"> • Course Unit Revision • Program Unit Revision • Catalog Description Update • Adding Courses to "Required" • Adding Courses to "Restricted Electives" • Removing Courses from "Restricted Electives" • Course Title Revision • Program Title Revision • Program Unit Revision • Catalog Description Update • Six-year review • Program SLOA Addition • Removing Courses from "Required" 	<p>Ethnic Studies Associate in Arts Degree (FY 2020)</p> <p>The Ethnic Studies Associate in Arts Degree is designed to provide students with a comparative and interdisciplinary examination of the unique histories, cultures, and experiences of African Americans, Asian and Pacific Islander Americans, Chicanxs/Latinxs, and Native Americans in the United States. Students will analyze historical themes and contemporary issues pertaining to communities of color through the development of a transnational-global perspective and a critical intersectional understanding of race, ethnicity, class, gender and power. Ethnic Studies provides students a space to develop a vision for positive social change and to bridge academic scholarship with action by engaging in liberatory practices that aim to eliminate social inequities and all forms of oppression. Graduates acquire group-centered leadership skills, knowledge of self, media literacy, critical thinking skills and an ability to work collaboratively with diverse populations. The major prepares students for both transfer and graduate studies as well as careers that work with under-served populations in areas/fields such as public and business administration, human and health services, marketing and communications, research and education, politics and government, fine and performing arts and multicultural affairs. This degree requires a total of 18-20 units.</p> <p>Required Courses (15 units) Units</p> <p>ETHS 101 F American Ethnic Studies 3 or ETHS 101HF Honors American Ethnic Studies 3</p>	2020 Fall	<p>ETHS 101 F unit revision FROM 4 TO 3 units. Consequently, program unit total revised FROM: 19 units, TO: 18-20 units. Added new course ETHS 110 F to Restricted Electives. Catalog description update to reflect unit change and recommended format. Added CIP code to update CURRICUNET records.</p>

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Adding Courses to "Required" • Adding Courses to "Restricted Electives" • Removing Courses from "Restricted Electives" 	ETHS 129 F Introduction to African - American Studies 3 ETHS 150 F Introduction to Chicana/o Studies 3 ETHS 160 F History of the Native Americans 3 ETHS 170 F Introduction to Asian Pacific American Studies 3 Restricted Electives (3-5 units) Units ETHS 111 F Women of Color in the U.S. 3 ETHS 130 F African-American History I 3 ETHS 131 F African-American History II 3 ETHS 151 F Chicana/o History I 3 ETHS 152 F Chicana/o History II 3 ETHS 153 F Chicana/o and Latina/o Contemporary Issues 3 or ETHS 153HF Honors Chicana/o and Latina/o Contemporary Issues 3 ETHS 171 F Asian Pacific American History 3 ETHS 235 F Contemporary Social Justice Movements 3 or ETHS 235HF Honors Contemporary Social Justice Movements 3 ETHS 199 F Ethnic Studies Independent Study 1		

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		<p>ETHS 299 F Ethnic Studies Advanced Independent Study 1</p> <p>CDES 210 F Anti-Bias Perspective/Diversity Seminar 3</p> <p>ENGL 249 F Survey of Chicano/a Literature 3</p> <p>ENGL 251 F Survey of Native American Literature 3</p> <p>SOC 290 F Sociology of Race and Ethnicity 3</p> <p>SOSC 130 F Introduction to LGBTQ Studies 3</p> <p>THEA 108 F Multicultural Perspectives in American Theatre 3</p> <p>WMNS 100 F Introduction to Women's Studies 3</p> <p>or</p> <p>WMNS 100HF Honors Introduction to Women's Studies 3</p> <p>Total Units 18 - 20</p>		
Physical Education	<ul style="list-style-type: none"> • Adding Courses to "Restricted Electives" • Course Title Revision • Removing Courses from "Restricted Electives" 	<p>Kinesiology Associate in Arts Degree for Transfer (FY 2019)</p> <p>The Associate in Arts in Kinesiology for Transfer (AA-T), also called the Kinesiology AA-T Degree, prepares students to transfer to CSU campuses that offer a bachelor's degree in Kinesiology. Ed Code Section 66746-66749 states students earning the Kinesiology AA-T degree will be granted priority for admission as a Kinesiology major to a local CSU, as determined by the CSU campus to which the student applies. Students</p>	2019 Fall	Update course titles for PE 114 F, PE 129 F, PE 134 F and PE 167 F. Update units for PE 129 F. Add DANC category to Restricted Electives, but

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Course Unit Revision 	<p>with a degree in Kinesiology may pursue careers in a variety of health science professions including physical training, physical therapy, fitness instruction, coaching and athletics. The completion of this curriculum will demonstrate commitment to the field and provide comprehensive preparation for upper-division work. The Kinesiology AA-T Degree requires a total of 21-24 units in required courses and restricted electives from the categories below as indicated. The following is required for all AA-T or AS-T degrees, and there are no additional graduation requirements: (1) Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following: (a) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements. (b) A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district. (2) Obtainment of a minimum grade point average of 2.0. (3) ADTs also require that students must earn a C or better in all courses required for the major or area of emphasis. A “P” (Pass) grade is not an acceptable grade for courses in the major.</p> <p>Required Courses (15 Units) Units</p> <p>PE 252 F Introduction to Kinesiology 3</p> <p>ANAT 231 F General Human Anatomy 4</p> <p>ANAT 240 F Human Physiology 5</p> <p>Movement Based Courses-Select a maximum of one (1) course from any three (3) of the following areas for a minimum of three units: Aquatics, Combatives, Team Sports, Individual Sports, Fitness, or Dance.</p>		remove DANC 112 F.

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		Aquatics PE 134 F Beginning Swimming 1 PE 149 F Swim for Fitness 1 PE 151 F Aqua Aerobics 1 PE 192 F Water Polo 1 Combatives PE 103 F Aikido 1 PE 112 F Fencing 1 PE 163 F Kickboxing 1 PE 188 F Self Defense-Boxing 1 Fitness PE 102 F Yoga 1 PE 104 F Spinning 1 PE 114 F High Intensity Interval Training 1 PE 121 F Walking for Fitness 1 PE 129 F Cardio Step 1 PE 165 F Lifetime Fitness 1 PE 167 F Cardio Kickboxing 1 PE 182 F Body Building/Body Development and Weight Lifting 1 PE 193 F Weight Training/Weight Lifting 1 Individual Sports		

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		PE 105 F Badminton 1 PE 115 F Golf 1 PE 117 F Gymnastics - Tumbling 1 PE 127 F Racquetball-Indoors 1 PE 139 F Tennis 1 Team Sports PE 181 F Intermediate/Advanced Basketball 1 PE 189 F Soccer II 1 PE 203 F Intercollegiate Basketball - Men 1 PE 204 F Intercollegiate Basketball - Women 1 Dance DANC 111 F Jazz I 1 DANC 113 F Tap Dance I 1 DANC 114 F Tap Dance II 1 DANC 115 F Hip Hop Dance I 1 DANC 116 F Social Dance 1 DANC 140 F Introduction to Ballet 2 DANC 141 F Ballet I: Beginning Ballet 2 DANC 142 F Ballet II: Advanced Beginning Ballet 2 DANC 143 F Ballet III: Intermediate Ballet 2 DANC 160 F Introduction to Modern Dance 2		

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		DANC 161 F Beginning Modern Dance 2 DANC 162 F Advanced Beginning Modern Dance 2 DANC 163 F Intermediate Modern Dance 2 Restricted Electives Select courses (minimum 6 units) from the following (6-9 units total) Units MATH 120 F Introductory Probability and Statistics 4 or SOSC 120 F Introduction to Probability and Statistics 4 or PSY 161 F Elementary Statistics for Behavioral Science 4 BIOL 102 F Human Biology 3 and BIOL 102LF Human Biology Laboratory 1 CHEM 101 F Chemistry for Allied Health Science 5 or CHEM 111AF General Chemistry I 5 PHYS 205 F Physics for the Life Sciences I 4 or PHYS 210 F Physics with Calculus for the Life Sciences I 4 PE 235 F First Aid, CPR, and Safety Education 3 Total Units 21 - 24		

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
Administration of Justice	<ul style="list-style-type: none"> • Course Title Revision • Six-year review • Removing Courses from "Restricted Electives" 	<p>Administration of Justice Associate in Science Degree</p> <p>The Administration of Justice Associate in Science Degree is designed to provide the student with the knowledge and skills to meet the requirements necessary for employment in the field of law enforcement at the local, state and federal levels. Some of the occupations in the law enforcement field include Police Officer, Sheriff Officer, Detectives/Criminal Investigator, Correctional Officer, Private Detective/Investigator, Parole Officer, Probation officer, Juvenile Justice Counselor, and Pre-release or Employer Counselor. This degree requires the completion of 24-25 units. At least one half of the units completed must be taken at Fullerton College.</p> <p>Required Courses (9 units)</p> <p>Units</p> <p>AJ 100 F Introduction to Criminal Justice 3</p> <p>AJ 110AF Criminal Law 3</p> <p>AJ 151 F Police Report Writing 3</p> <p>Restricted Electives (15-16 units)</p> <p>Units</p> <p>AJ 110BF * Advanced Criminal Law 3</p> <p>AJ 135 F Weaponless Defense 1</p> <p>AJ 140 F Juvenile Procedures 3</p> <p>AJ 220 F Criminal Procedure 3</p> <p>AJ 222 F Rules of Evidence 3</p> <p>AJ 223 F Criminal Investigation 3</p> <p>AJ 226 F Narcotics and Vice Control 3</p> <p>AJ 230 F Crime Scene Techniques</p>	2019 Fall	<p>Six-year review, title change to AJ 100 F, deleting AJ 102 F, AJ 137 F, and AJ 901 F.</p> <p>Adjusted Restricted Elective units FROM 15 TO 15-16 units.</p> <p>Adjusted completion units FROM 24 TO 24-25 to reflect Restricted Electives range of 15-16 units.</p>

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		<p>3 AJ 252 F Police Patrol</p> <p>3 AJ 276 F Investigation of Homicidal Behavior</p> <p>3 AJ 278 F Multicultural Issues within Administration of Justice</p> <p>3 AJ 279 F Contemporary Issues in Law Enforcement</p> <p>3 <i>NOTE: Satisfactory completion of the Fullerton College AJ 059AF/AJ 059BF Police Basic Academy Extended Format (26-26) will also fulfill completion of the major. Consult your counselor for selection of coursework for General Education and electives.</i></p> <p>Total Units 24 - 25 * Prerequisite required</p>		
Administrati on of Justice	<ul style="list-style-type: none"> • Course Title Revision • Catalog Description Update • Six-year review • Adding Courses to "Restricted Electives" • Removing Courses from "Restricted Electives" 	<p>Administration of Justice Associate in Science Degree for Transfer</p> <p>The Administration of Justice Associate in Science Degree for Transfer, also called the Administration of Justice AS-T, is designed to prepare the student for transfer to a four-year institution of higher education and is specifically intended to satisfy lower-division requirements for the baccalaureate degree in criminal justice at a California State University. Ed Code Section 66746-66749 states students earning the Administration of Justice AS-T Degree will be granted priority for admission as a Mathematics major to a local CSU, as determined by the CSU campus to which the student applies. This degree is designed for students looking to further their understanding of the criminal justice system in America (law enforcement, courts, and corrections) and familiarize students with academic, career and</p>	2019 Fall	This is state mandated curriculum under SB1440 for the TMC (Transfer Model Curriculum) degree. Title change to AJ100 F. List A was revised FROM 12 units TO 6 units. List B was added for clarification of units required. Total units required for

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		<p>volunteer opportunities in the field. Courses in the degree emphasize writing development, critical thinking, and oral communication skills essential to today’s criminal justice professional. This degree requires a total of 18-19 units The following is required for all AA-T or AS-T degrees, and there are no additional graduation requirements: (1) Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following: (a) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements. (b) A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district. (2) Obtainment of a minimum grade point average of 2.0. (3) ADTs also require that students must earn a C or better in all courses required for the major or area of emphasis. A “P” (Pass) grade is not an acceptable grade for courses in the major. Required Core: (6 units)</p> <p>Units</p> <p>AJ 100 F Introduction to Criminal Justice 3</p> <p>AJ 110AF Criminal Law 3</p> <p>Restricted Electives List A: Select two (6 Units)</p> <p>Units</p> <p>AJ 140 F Juvenile Procedures 3</p> <p>AJ 220 F Criminal Procedure 3</p> <p>AJ 222 F Rules of Evidence 3</p> <p>AJ 223 F Criminal Investigation 3</p> <p>AJ 230 F Crime Scene Techniques 3</p>		<p>completion has been adjusted FROM 18 units TO 18-19 units to reflect unit range for List B courses.</p>

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		List B: Select two (6-7 units) Units Any List A course not already used, or any of the courses below. AJ 278 F Multicultural Issues within Administration of Justice 3 PSY 101 F General Psychology 3 or PSY 101HF Honors General Psychology 3 SOC 101 F Introduction to Sociology 3 or SOC 101HF Honors Introduction to Sociology 3 MATH 120 F Introductory Probability and Statistics 4 or MATH 120HF Honors Introductory Probability and Statistics (2018) 4 or PSY 161 F Elementary Statistics for Behavioral Science 4 or PSY 161HF Honors Elementary Statistics for Behavioral Science 4 or SOSC 120 F Introduction to Probability and Statistics (2018) 4 Total Units 18 - 19		

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
Administration of Justice	<ul style="list-style-type: none"> • Course Title Revision • Program Title Revision • Program Unit Revision • Catalog Description Update • Six-year review • Removing Courses from "Restricted Electives" • Revising Skills Certificate (less than 16 units) to Achievement Certificate (16 units or more) 	<p>Law Enforcement Professional Development Certificate</p> <p>The Law Enforcement Professional Development Skills Certificate is designed to meet the basic requirements of California Penal Code 13510 in raising the competence level of current and aspiring law enforcement personnel. Certain courses offered as restricted electives may be eligible for certification by the California Commission on Peace Officer Standards and Training (P.O.S.T.). This certificate requires the completion of 17-18.5 units. A minimum grade of C is needed for each required course taken, with the exception of AJ 079 F (CR/NC). At least one half of the units toward the certificate must be completed at Fullerton College.</p> <p>Required Courses (9.5) Units</p> <p>AJ 079 F Law Enforcement Career Preparation 0.5</p> <p>AJ 100 F Introduction to Criminal Justice 3</p> <p>AJ 110AF Criminal Law 3</p> <p>AJ 151 F Police Report Writing 3</p> <p>Restricted Electives (7.5 - 9) Units</p> <p>AJ 069 F Health and Safety 11550-Drug Influence 0.5</p> <p>AJ 070 F Emergency Management 1.5</p> <p>AJ 071 F Preventing Racial Profiling 0.5</p> <p>AJ 072 F Investigating Domestic Terrorism 1</p> <p>AJ 075 F Cultural Diversity 1</p>	2019 Fall	Six-year review, Title change to AJ100F. Removed AJ 068 F per request of AJ faculty. Program title revision FROM Law Enforcement Skills Development Skills Certificate TO Law Enforcement Professional Development Certificate as this now qualifies as a Certificate of Achievement.

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		AJ 077 F Organized Crime 1 AJ 078 F Multi-Agency Task Forces 0.5 AJ 080 F Lifetime Fitness for Law Enforcement 2 AJ 084 F Domestic Violence 0.5 AJ 085 F Police Vehicle Pursuits 2 AJ 089 F Child Abuse/Child Pornography 0.5 AJ 091 F Law Enforcement Instructor Development 2 AJ 092 F Crime Scene Investigation 1 AJ 093 F DNA Genetic Fingerprinting 0.5 AJ 095 F Preventing Sexual Harassment 0.5 AJ 096 F CAD/Crime Scene Application 0.5 Total Units 17 - 18.5		
Construction Technology	<ul style="list-style-type: none"> • Course Title Revision • CIP Code Revision • Program Unit Revision • Catalog Description Update • Six-year review • TOPS Code Revision 	<p>Carpentry Associate in Arts Degree</p> <p>The Carpentry Associate in Arts Degree is designed to prepare students for a career in the carpentry or construction trades. Layout, fabrication, erection, and installation of structures using common systems of framing, construction materials, estimating, and blueprint reading are covered in the program. This degree requires a total of 18-21 units. A minimum grade of C is required in each course taken. At least one half of the units toward the degree must be completed at Fullerton College.</p> <p>Restricted Electives. Select 18-21 units from the courses listed below:</p> <p>Units</p>	2019 Fall	Six-year review; Removed CSTR 018 F and CSTR 036 F from Program Block Definition restricted elective courses; CSTR 018 F and 036 F are being deleted as a course; added

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Program SLOA Revision • Removing Courses from "Required" • Adding Courses to "Required" • 	ARCH 113 F Architectural Drawing I 3 CSTR 006 F Residential Plumbing and Mechanical Systems 3 CSTR 014 F Contractor's License Law 3 CSTR 020 F Remodeling and Additions Construction I 4 CSTR 022 F Remodeling and Additions Construction II 4 CSTR 031 F International Building Code 3 CSTR 032 F Uniform Plumbing Code 3 CSTR 034 F National Electrical Code 3 CSTR 038 F Uniform Mechanical Code 3 CSTR 100 F Residential Construction 4 CSTR 102 F Residential Finish Carpentry 4 CSTR 104 F Concrete and Masonry 3 CSTR 108 F Surveying for Builders 2 CSTR 110 F Residential Estimating 3 CSTR 112 F Construction Materials, Specifications and Purchasing 2 CSTR 116 F Residential Construction Practice I 4 CSTR 118 F Residential Construction Practice II 4 Total Units 18 - 21		CSTR 031F and CSTR 118 F; reflect title revisions of CSTR 100 and CSTR 116.

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
Construction Technology	<ul style="list-style-type: none"> • Course Title Revision • CIP Code Revision • Catalog Description Update • Six-year review • TOPS Code Revision • Program SLOA Revision • 	<p>Construction Estimating Skills Certificate</p> <p>The Construction Estimating Certificate Program is designed to prepare students to perform estimations and bidding of construction work which is part of the construction building trade as well as other professions associated closely with the trade. Students will study the phases of a building construction project to develop an overview and understanding of the building construction industry. The Construction Estimating Certificate requires a total of 17 units in required courses. A minimum grade of C is required in each course taken. At least one half of the units toward the certificate must be completed at Fullerton College.</p> <p>Required Courses (17 units)</p> <p>Units</p> <p>CSTR 015 F Construction Management 3</p> <p>CSTR 030 F Construction Plans Reading 3</p> <p>CSTR 060 F Computer Estimating in Construction 3</p> <p>CSTR 065 F Construction Project Scheduling 3</p> <p>CSTR 110 F Residential Estimating 3</p> <p>CSTR 112 F Construction Materials, Specifications and Purchasing 2</p> <p>Total Units 17</p>	2019 Fall	Six-year review; updated CSTR 030 F course in Program Block section which has a title revision in process; updated catalog description; updated Program SLOA.

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
Construction Technology	<ul style="list-style-type: none"> • Course Title Revision • Program Unit Revision • Catalog Description Update • Six-year review • TOPS Code Revision • Program SLOA Addition • Removing Courses from "Required" • Adding Courses to "Required" 	<p>Construction Inspection Associate in Science Degree</p> <p>The Construction Inspection Associate in Science Degree is designed to prepare students with building code knowledge for entry-level employment in the construction industry. This degree requires a total of 21 units. A minimum grade of C is required in each course taken. At least one half of the units toward the degree must be completed at Fullerton College.</p> <p>Required courses (21 units)</p> <p>Units</p> <p>CSTR 030 F Construction Plans Reading 3</p> <p>CSTR 031 F International Building Code 3</p> <p>CSTR 032 F Uniform Plumbing Code 3</p> <p>CSTR 034 F National Electrical Code 3</p> <p>CSTR 035 F California Accessibility and Energy Codes 3</p> <p>CSTR 038 F Uniform Mechanical Code 3</p> <p>CSTR 041 F International Residential Code 3</p> <p>Total Units 21</p>	2019 Fall	Six-year review; updated Catalog Description; added SLOAs; program unit revision FROM 18 TO 21; removed CSTR 036 F and CSTR 037 F; added CSTR 031 F, CSTR 035 F, and CSTR 041 F; updated CSTR 030 F with new title; added TOP code.

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
Construction Technology	<ul style="list-style-type: none"> • Removing Courses from "Required" • Adding Courses to "Required" • Course title revision • 	<p>Construction Inspection Certificate (FY 2019) The Construction Inspection Certificate is designed to prepare students to become building inspectors, construction inspectors, public works and facility inspectors or similar occupations. Construction and building inspectors ensure that new construction, changes, or repairs comply with local and national building codes and ordinances, zoning regulations, and contract specifications. This certificate requires a total of 28-30 units. A minimum grade of C is required in each course taken. At least one half of the units toward the certificate must be completed at Fullerton College.</p> <p>Required Courses (18 units) Units</p> <p>CSTR 031 F International Building Code 3</p> <p>CSTR 032 F Uniform Plumbing Code 3</p> <p>CSTR 034 F National Electrical Code 3</p> <p>CSTR 035 F California Accessibility and Energy Codes 3</p> <p>CSTR 038 F Uniform Mechanical Code 3</p> <p>CSTR 041 F International Residential Code 3</p> <p>Restricted Electives (10-12 units) Units</p> <p>CSTR 006 F Residential Plumbing and Mechanical Systems 3</p> <p>CSTR 030 F Construction Plans Reading 3</p> <p>CSTR 104 F Concrete and Masonry 3</p> <p>CSTR 108 F Surveying for Builders 2</p> <p>TECH 081 F Technical Mathematics I 3</p>	2019 Fall	Removed CSTR 036 F and CSTR 037 F from Required Courses; Added CSTR 031 F and CSTR 041 F to Required Courses. Reflect title revision for CSTR 030 F.

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		TECH 088 F Technical Science 3 TECH 127 F Industrial Safety 2 Total Units 28 - 30		
Construction Technology	<ul style="list-style-type: none"> • Course Title Revision • CIP Code Revision • Program Unit Revision • Catalog Description Update • Six-year review • TOPS Code Revision • Program SLOA Revision • 	<p>Construction Management Associate in Science Degree</p> <p>The Construction Management Associate in Science Degree is designed to prepare students for employment in the construction industry. This program prepares students for a variety of careers in the construction industry and related fields, such as estimators, project managers and schedulers, surveyors, specifiers, quality control supervisors, materials testers, construction materials and equipment salespersons, owners' representatives and site inspectors. Individuals interested in developing small independent construction contracting businesses will also find this program useful toward achieving that goal. This degree requires a total of 24-27 units. A minimum grade of C is required in each course taken. At least one half of the units toward the certificate must be completed at Fullerton College.</p> <p>Restricted Electives (24-27 units) Complete at least 24 units from the following list:</p> <p>Units</p> <p>ACCT 101AF Financial Accounting 5</p> <p>BUS 100 F Introduction to Business 3</p> <p>BUS 180 F Small Business Management 3</p> <p>CIS 100 F Introduction to Personal Computers 4</p> <p>CSTR 014 F Contractor's License Law 3</p> <p>CSTR 015 F Construction Management</p>	2019 Fall	Six-year review; updated CSTR 030 F with course title revision in Program Block section; updated Program SLOAs; updated Catalog Description. Program unit revision FROM 24 units TO 24-27 units.

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		3 CSTR 030 F Construction Plans Reading 3 CSTR 110 F Residential Estimating 3 CSTR 112 F Construction Materials, Specifications and Purchasing 2 Total Units 24 - 27		
Construction Technology	<ul style="list-style-type: none"> • Course Title Revision • Catalog Description Update • Six-year review • Adding Courses to "Restricted Electives" • Removing Courses from "Restricted Electives" • 	<p>Construction Technology Associate in Science Degree (FY 2019)</p> <p>The Construction Technology Associate in Science Degree is designed to prepare students for positions in the construction trade. A student can seek employment in private or public organizations as a cost estimator; project planner; construction coordinator; building inspector; and a variety of other positions associated with the construction and building trade. The course work in this degree also helps the student prepare for California Contractors State Board Examination. This degree requires a total of 24-27 units. At least one half of the units toward the degree must be completed at Fullerton College.</p> <p>Restricted Electives (24-27 units) Complete 24-27 units from the following list: Units CSTR 006 F Residential Plumbing and Mechanical Systems 3 CSTR 007 F Residential Electrical Systems 2 CSTR 014 F Contractor's License Law 3 CSTR 030 F Construction Plans Reading 3 CSTR 042 F Residential Steel Frame Construction</p>	2019 Fall	Reflect title revisions for CSTR 030 F, CSTR 100 and CSTR 116 F. Removed deleted course CSTR 018 F. Added new course CSTR 118 F.

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		4 CSTR 100 F Residential Construction 4 CSTR 102 F Residential Finish Carpentry 4 CSTR 104 F Concrete and Masonry 3 CSTR 108 F Surveying for Builders 2 CSTR 110 F Residential Estimating 3 CSTR 112 F Construction Materials, Specifications and Purchasing 2 CSTR 116 F Residential Construction Practice I 4 CSTR 118 F Residential Construction Practice II 4 Total Units 24 - 27		
Construction Technology	<ul style="list-style-type: none"> • Course Title Revision • CIP Code Revision • Program Unit Revision • Catalog Description Update • Six-year review • TOPS Code Revision • Program SLOA Revision • Adding Courses to 	<p>Construction Technology Certificate</p> <p>The Construction Technology Certificate is designed to lead to entry-level employment in the construction industry as well as industry related positions. This certificate requires a total of 29-32.5 units. A minimum grade of C is required in each course taken. At least one half of the units toward the certificate must be completed at Fullerton College.</p> <p>Required Courses (17 units) Units</p> <p>CSTR 006 F Residential Plumbing and Mechanical Systems 3</p> <p>CSTR 100 F Residential Construction 4</p> <p>CSTR 102 F Residential Finish Carpentry 4</p> <p>CSTR 104 F Concrete and Masonry</p>	2019 Fall	Six-year review; updated catalog description; updated CSTR 030 F course due to title revision; updated PSLOAs. Restricted Electives: Added CSTR 118 F, removed CSTR 018 F, CSTR 036 F, CSTR 037 F. Program unit

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
	"Restricted Electives" • Removing Courses from "Restricted Electives" •	3 CSTR 110 F Residential Estimating 3 Restricted Electives (12-15.5 units) Units CSTR 005 F Construction Technology Lab 0.5 - 2 CSTR 007 F Residential Electrical Systems 2 CSTR 014 F Contractor's License Law 3 CSTR 015 F Construction Management 3 CSTR 016 F Business Administration for the Construction Industry 3 CSTR 020 F Remodeling and Additions Construction I 4 CSTR 022 F Remodeling and Additions Construction II 4 CSTR 028 F Introduction to Alternative Energy 3 CSTR 030 F Construction Plans Reading 3 CSTR 031 F International Building Code 3 CSTR 032 F Uniform Plumbing Code 3 CSTR 033 F Commercial Construction Blueprint Reading 3 CSTR 034 F National Electrical Code 3 CSTR 035 F California Accessibility and Energy Codes 3 CSTR 038 F Uniform Mechanical Code 3 CSTR 039 F Commercial Mechanical Code 3		revision FROM 29 units TO 29-32.5 units to reflect range of Restricted Electives units.

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		CSTR 040 F Building Design-Hazard Materials 3 CSTR 041 F International Residential Code 3 CSTR 042 F Residential Steel Frame Construction 4 CSTR 050 F Computer Design Software for the Contractor 2 CSTR 060 F Computer Estimating in Construction 3 CSTR 065 F Construction Project Scheduling 3 CSTR 108 F Surveying for Builders 2 CSTR 112 F Construction Materials, Specifications and Purchasing 2 CSTR 116 F Residential Construction Practice I 4 CSTR 118 F Residential Construction Practice II 4 Total Units 29 - 32.5		
English	<ul style="list-style-type: none"> • Adding Courses to "Restricted Electives" 	<p>English Associate in Arts Degree The English Associate in Arts Degree is designed to prepare students to read and write about literature critically and to understand key historical and generic influences in the production and reception of literature and other cultural texts. This degree requires a total of 18 units. Required Courses (3 units) Units ENGL 102 F Introduction to Literature 3 or ENGL 102HF Honors Introduction to Literature 3</p>	2019 Fall	The English Associate in Arts Degree is being revised in order to include ENGL 209 Intermediate Creative Writing, a revised course already in the catalog; ENGL 240 F Survey of Young Adult

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		<p>Restricted Electives A two-course survey sequence in either American literature, British literature, or World literature: Units ENGL 211 F British Literature to 1800 3 or ENGL 211HF Honors British Literature to 1800 3 and ENGL 212 F British Literature since 1800 3 or ENGL 212HF Honors British Literature since 1800 3 or ENGL 221 F American Literature to the Civil War 3 or ENGL 221HF Honors American Literature to the Civil War 3 and ENGL 222 F American Literature from the Civil War to the Present 3 or ENGL 222HF Honors American Literature from the Civil War to the Present 3 or ENGL 224 F World Literature through the Early Modern Period 3 or ENGL 224HF Honors World Literature through the Early Modern Period 3 and</p>		<p>Literature, a new course proposed for fall 2019, as well as ENGL 249 F, Survey of Chicano/a Literature, already in the catalog.</p>

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		<p>ENGL 225 F World Literature since the Early Modern Period 3</p> <p>or</p> <p>ENGL 225HF Honors World Literature since the Early Modern Period 3</p> <p>And one course (3 units) from the following: Units</p> <p>ENGL 203 F Introduction to Dramatic Literature 3</p> <p>ENGL 204 F Introduction to Poetry 3</p> <p>ENGL 207 F The Short Story 3</p> <p>ENGL 208 F Introduction to Film Studies 3</p> <p>ENGL 246 F The Novel 3</p> <p>6 additional units from any of the above courses or the following: Units</p> <p>ENGL 105 F Introduction to Creative Writing 3</p> <p>ENGL 209 F Intermediate Creative Writing 3</p> <p>ENGL 210 F Introduction to Language Structure and Use 3</p> <p>ENGL 214 F Contemporary Literature 3</p> <p>ENGL 234 F Introduction to Shakespeare 3</p> <p>or</p> <p>ENGL 234HF Honors Introduction to Shakespeare 3</p> <p>ENGL 239 F Survey of Children's Literature 3</p>		

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		ENGL 240 F Survey of Young Adult Literature 3 ENGL 243 F Folklore and Mythology 3 or ENGL 243HF Honors Folklore and Mythology 3 ENGL 245 F The Bible as Literature 3 ENGL 248 F Science Fiction 3 ENGL 251 F Survey of Native American Literature 3 ENGL 249 F Survey of Chicano/a Literature 3 ENGL 254 F Intermediate Creative Writing: Poetry 3 ENGL 255 F Intermediate Creative Writing: Fiction 3 SPAN 205 F Introduction to Spanish Literature 3 SPAN 206 F Introduction to Latin American Literature 3 ENGL 280 F Language Arts Tutoring Practicum 3 Total Units 18		
English	<ul style="list-style-type: none"> • Program SLOA Revision • Adding Courses to "Required" • Adding Courses to 	<p>English Associate in Arts Degree for Transfer</p> <p>The English Associate in Arts Degree for Transfer, also called the English AA-T Degree, prepares students to transfer to CSU campuses that offer bachelor's degrees in English. Ed Code Section 66746-66749 states students earning the English AA-T degree will be granted priority for admission as an English major to a</p>	2019 Fall	This program is being revised in order to add the following courses to List C: ENGL 240 F Survey of Young Adult

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
	"Restricted Electives"	<p>local CSU, as determined by the CSU campus to which the student applies. This degree is designed to prepare students to read and write about literature critically and to understand key historical and generic influences in the production and reception of literature and other cultural texts. While a baccalaureate degree is recommended preparation for those considering careers in fields such as writing, journalism, education, training and development, sales, community relations, the ministry, law, business, entertainment, nonprofit organizations and government, completion of this curriculum will demonstrate commitment to the field and provide comprehensive preparation for upper-division work. This degree requires a total of 18-21 units. The following is required for all AA-T or AS-T degrees, and there are no additional graduation requirements: (1) Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following: (a) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements. (b) A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district. (2) Obtainment of a minimum grade point average of 2.0. (3) ADTs also require that students must earn a C or better in all courses required for the major or area of emphasis. A “P” (Pass) grade is not an acceptable grade for courses in the major. Required Core (4-7 units): Select one of the two options below.</p> <p>Option 1: Select two courses (6-7 units) Units ENGL 102 F Introduction to Literature 3</p>		<p>Literature, a new course proposal for fall 2019, as well as ENGL 209 F Intermediate Creative Writing, and ENGL 249 F Survey of Chicano/a Literature. Furthermore, each Program Level Student Learning Outcome is being revised so that the outcome begins with the verb, deleting everything from "Upon successful completion..." until the verb. This revision also adds ENGL 211HF, ENGL 212HF, ENGL 221HF, ENGL 222HF, ENGL 224HF, ENGL 224HF as Honors courses equivalent to the regular courses in a</p>

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		or ENGL 102HF Honors Introduction to Literature 3 and ENGL 103 F Critical Reasoning and Writing 4 or ENGL 103HF Honors Critical Reasoning and Writing 4 or ENGL 201 F Intermediate College Writing 3 Option 2: Select one course (4 units) Units ENGL 104 F Critical Thinking and Writing about Literature 4 List A: Choose a two-course survey sequence in either American literature, British literature, or World literature (6 units) Units ENGL 211 F British Literature to 1800 3 or ENGL 211HF Honors British Literature to 1800 3 and ENGL 212 F British Literature since 1800 3 or ENGL 212HF Honors British Literature since 1800 3 or ENGL 221 F American Literature to the Civil War 3 or ENGL 221HF Honors American Literature to the Civil War		survey sequence.

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		3 and ENGL 222 F American Literature from the Civil War to the Present 3 or ENGL 222HF Honors American Literature from the Civil War to the Present 3 or ENGL 224 F World Literature through the Early Modern Period 3 or ENGL 224HF Honors World Literature through the Early Modern Period 3 and ENGL 225 F World Literature since the Early Modern Period 3 or ENGL 225HF Honors World Literature since the Early Modern Period 3 List B: Select courses based on option chosen for Required Core. Option 1: (3 units) from List B OR Option 2: (6 units) from List B Units Any course from List A not used above. ENGL 105 F Introduction to Creative Writing 3 ENGL 203 F Introduction to Dramatic Literature 3 ENGL 204 F Introduction to Poetry 3 ENGL 207 F The Short Story 3 ENGL 246 F The Novel		

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		3 List C: Choose one course (3-5 units) Units Any course from List A and List B not used above. ENGL 208 F Introduction to Film Studies 3 ENGL 209 F Intermediate Creative Writing 3 ENGL 210 F Introduction to Language Structure and Use 3 ENGL 234 F Introduction to Shakespeare 3 or ENGL 234HF Honors Introduction to Shakespeare 3 ENGL 239 F Survey of Children's Literature 3 ENGL 240 F Survey of Young Adult Literature 3 ENGL 243 F Folklore and Mythology 3 or ENGL 243HF Honors Folklore and Mythology 3 ENGL 245 F The Bible as Literature 3 ENGL 248 F Science Fiction 3 ENGL 249 F Survey of Chicano/a Literature 3 CHIN 203 F Intermediate Chinese - Mandarin III 4 CHIN 204 F Intermediate Chinese - Mandarin IV 4 FREN 203 F Intermediate French III 4 FREN 204 F Intermediate French IV		

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		4 GERM 203 F Intermediate German III 4 GERM 204 F Intermediate German IV 4 ITAL 203 F Intermediate Italian III 4 ITAL 204 F Intermediate Italian IV 4 JAPN 203 F Intermediate Japanese III 4 JAPN 204 F Intermediate Japanese IV 4 SPAN 201 F Spanish for the Spanish Speaker 5 SPAN 203 F Intermediate Spanish III 4 SPAN 204 F Intermediate Spanish IV 4 SPAN 206 F Introduction to Latin American Literature 3 SPAN 205 F Introduction to Spanish Literature 3 SPAN 207 F Children's Literature/Spanish 3 Total Units 18 - 21		
Engineering	<ul style="list-style-type: none"> • Catalog Description Update • Adding Courses to "Restricted Electives" • Removing Courses from "Restricted Electives" 	<p>Engineering Associate in Science Degree (FY 2019)</p> <p>The Associate in Science in Engineering is designed to prepare students for transfer to a university for a Bachelor of Science in Engineering degree. Students with a bachelor's degree in engineering may pursue careers in a variety of industries depending on their specialization in the engineering field. In order to be well prepared for the upper division engineering curriculum at a university after transfer, students should complete as many</p>	2019 Fall	Added new course (ENGR 220) to Category A ENGR courses. Removed deleted course PHYS 221HF from Category B. Updated the unit split

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		<p>courses as possible from both the core engineering course list and the restricted electives list. This degree requires a total of 24-28 units.</p> <p>Restricted Electives (24-28 units)</p> <p>Choose at least 6 units from category A (Engineering Courses) and then complete additional units in categories A and/or B (Supporting Courses) for a total of 24-28 units.</p> <p>Category A (Engineering Courses): Units ENGR 101AF Surveying I 4 ENGR 105 F Engineering CAD 4 ENGR 110 F Introduction to Engineering 3 ENGR 201 F Statics 3 ENGR 203 F Electric Circuits 4 ENGR 203LF Electric Circuits Lab 1 ENGR 220 F Programming and Problem-Solving in MATLAB 3</p> <p>Category B (Supporting Courses): Units MATH 151 F Calculus I 4 or MATH 151HF Honors Calculus I 4 MATH 152 F Calculus II 4 or MATH 152HF Honors Calculus II 4 MATH 251 F Multivariable Calculus</p>		<p>between category A and category B. reducing the required units in Category A from 8 to 6 to allow any two courses in ENGR to count.</p>

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		4 MATH 252 F Linear Algebra and Differential Equations 4 MATH 255 F Linear Algebra 4 MATH 260 F Ordinary Differential Equations 4 PHYS 221 F General Physics I 4 PHYS 223 F General Physics III 4 PHYS 222 F General Physics II 4 CHEM 111AF General Chemistry I 5 Total Units 24 - 28		
Horticulture	<ul style="list-style-type: none"> • Course Title Revision • Course Unit Revision • Program Unit Revision • Catalog Description Update • Six-year review • Adding Courses to "Restricted Electives" • 	<p>Landscape Management Associate in Science Degree</p> <p>The Landscape Management Associates in Science Degree is designed to prepare students for possible careers in landscape management and/or employment in parks, golf courses, landscape contracting, and landscape gardening. This degree will also prepare the student to transfer to an appropriate four-year college or university. This degree requires a total of 18-21 units.</p> <p>Restricted Electives Complete 18-21 units from the following list: Units BIOL 268 F General Botany 4 HIST 112 F World Civilizations to 1550 3 or HIST 112HF Honors World Civilizations to 1550 3</p>	2019 Fall	Added TOP and CIP codes, Changed the units on HORT 005 from 5 to 3, and revised the catalog description. Program units revised FROM 18 TO 18-21 units.

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		HORT 001 F Principles of Horticulture I 4 HORT 002 F Principles of Horticulture II 4 HORT 005 F Basic Landscape Plants I 3 HORT 006 F Basic Landscape Plants II 3 HORT 152 F Applied Botany 4 HORT 153 F Landscape Irrigation 3 HORT 155 F Soils 3 HORT 156 F Plant Nutrition 2 HORT 160 F Plant ID / Ornamental Trees 3 HORT 161 F Plant ID/Ornamental Shrubs 3 HORT 162 F Landscaping for Dry Climates 3 HORT 165 F Landscape Management 4 HORT 177 F Turf Grass Management 3 HORT 200 F Landscape Design 3 HORT 215 F Diseases/Pests Ornament Plants 4 Total Units 18 - 21		
Horticulture	<ul style="list-style-type: none"> • Course Unit Revision • Program Unit Revision 	Ornamental Horticulture Certificate The Ornamental Horticulture Certificate is designed to prepare the student for entry level positions within the Nursery industry including both wholesale and retail nursery operations. This certificate may also enable students to	2019 Fall	Six-year review. Program units revised FROM 30 TO 30-36 units.

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Catalog Description Update • Six-year review • 	<p>work in the landscape management / maintenance industry including municipal parks and recreation departments. This certificate requires a total of 30-36 units. A minimum grade of C is required in each course taken.</p> <p>Required Courses (9 units) Students must select either HORT 005 F or HORT 006 F as a block, or HORT 160 F and HORT 161 F as a block. In addition, all students must take HORT 155 F.</p> <p>Units HORT 005 F Basic Landscape Plants I 3 HORT 006 F Basic Landscape Plants II 3 or HORT 160 F Plant ID / Ornamental Trees 3 HORT 161 F Plant ID/Ornamental Shrubs 3 and HORT 155 F Soils 3</p> <p>Restricted electives — Group A (12-15 units) Units HORT 001 F Principles of Horticulture I 4 HORT 002 F Principles of Horticulture II 4 HORT 152 F Applied Botany 4 HORT 153 F Landscape Irrigation 3 HORT 156 F Plant Nutrition 2 HORT 164 F Plant Identification--Annual, Perennials and Houseplants 3 HORT 173 F Greenhouse and Nursery Production</p>		

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		3 HORT 174 F Plant Propagation 3 HORT 177 F Turf Grass Management 3 HORT 200 F Landscape Design 3 HORT 205 F Applied Entomology 3 HORT 207 F Plant Pathology 3 HORT 215 F Diseases/Pests Ornament Plants 4 Restricted electives — Group B (9-12 units) Units HIST 112 F World Civilizations to 1550 3 or HIST 112HF Honors World Civilizations to 1550 3 HORT 008AF Landscape Pruning Techniques 1 HORT 008BF Basic Turf Care 1 HORT 008CF Home Pest Control 1 HORT 045 F Pest Control Certification and Safety 3 HORT 162 F Landscaping for Dry Climates 3 HORT 165 F Landscape Management 4 HORT 170 F Landscaping Contracting 3 HORT 185 F Arboriculture 2 HORT 201 F Advanced Landscape Design 3 Total Units 30 - 36		

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
Interior Design	<ul style="list-style-type: none"> • Course Title Revision • Program Title Revision • Program Unit Revision • Catalog Description Update • Six-year review • Program SLOA Addition • Removing Courses from "Required" • Adding Courses to "Required" • Adding Courses to "Restricted Electives" • Removing Courses from "Restricted Electives" • 	<p>Commercial Interior Design Certificate</p> <p>The Commercial Interior Design Certificate is designed to prepare the student for an entry level position within a commercial interior design establishment. Skills will be attained in designing a complete commercial interior, including space planning; lighting; and selection of fixtures, furnishings, equipment and surfaces. In addition, the student will qualify to take the IDEX (Interior Design Examination) administered by the California Council for Interior Design Certification (CCIDC) leading to the professional designation of Certified Interior Designer (CID) in the State of California. This certificate option requires completion of the Interior Design Assistant Certificate (28 units) plus the Commercial Interior Design Certificate (17-19 units) plus restrictive elective (5-7 units) for a total of 50-54 units of required courses. A minimum grade of C is required for all courses.</p> <p>Required Core Courses (28 units) from the Interior Design Assistant Certificate Units</p> <p>ARCH 124 F Architectural CAD I 3</p> <p>ARCH 924 F Architectural CAD II 3</p> <p>IDES 100 F Fundamentals of Interior Design 3</p> <p>IDES 105 F Interior Design Studio I 2</p> <p>IDES 110 F Drafting for Interior Design 3</p> <p>IDES 130 F Applied Color and Design Theory 4</p> <p>IDES 150 F Interior Materials and Products 4</p> <p>IDES 180 F History of Architecture and Furnishings I 3</p>	2019 Fall	<p>Six-year review, SLO's (needed to add assessments only), Program title revision FROM "Commercial Design Certificate" TO "Commercial Interior Design Certificate". Required courses removed: ARCH 113 F. Required courses added: ARCH 924 F, IDES 110, IDES 180, IDES 200 F, and IDES 260 F. Title revision to IDES 147 F. Restricted Electives removed: ARCH 924 F, IDES 120 F, IDES 180 F, IDES 200 F, IDES 248BF, IDES 249AF, IDES 249BF, IDES 249CF. Required Electives added: CSTR</p>

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		<p>IDES 190 F History of Architecture and Furnishings II 3</p> <p>Required Courses for Commercial Design Certificate (17-19 units) Units</p> <p>IDES 175 F Space Planning II 3</p> <p>IDES 200 F Interior Illustration I 2</p> <p>IDES 210 F Fundamentals of Lighting 3</p> <p>IDES 215 F Interior Design Studio II 2</p> <p>IDES 225 F Interior Illustration II 2</p> <p>IDES 230 F Business and Professional Practice 3</p> <p>IDES 240 F Interior Design Internship 2 - 4</p> <p>Restricted Electives (5-7 units) Units</p> <p>CSTR 030 F Construction Plans Reading 3</p> <p>IDES 265 F Interior Design Studio III 2</p> <p>IDES 220 F Interior Design Building Codes 3</p> <p>MKT 208 F Principles of Selling 3</p> <p>IDES 260 F Interior Illustration III 2</p> <p>Total Units 50 – 54</p>		<p>030 F, IDES 208 F, IDES 220 F, IDES 248 F, IDES 265 F. Total unit revision FROM 48-49 TO 50-54.</p>

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
Interior Design	<ul style="list-style-type: none"> • Course Title Revision • Program Title Revision • Program Unit Revision • Catalog Description Update • Six-year review • Program SLOA Addition • Removing Courses from "Required" • Adding Courses to "Required" • 	<p>Interior Design Assistant Certificate</p> <p>The Interior Design Assistant Certificate provides the student with broad knowledge of the interior design profession and careers therein. Entry level skills will be acquired to serve as an assistant to a commercial or residential interior designer, or merchandising in a retail setting. This certificate lays the foundation for acquiring the Associate of Science Interior Design Degree or the Commercial Interior Design Certificate and/or Residential Design Certificate. This certificate requires the completion of 28 units. A minimum grade of C is required for each course.</p> <p>Required Courses (28 units)</p> <p>Units</p> <p>ARCH 124 F Architectural CAD I 3</p> <p>ARCH 924 F Architectural CAD II 3</p> <p>IDES 100 F Fundamentals of Interior Design 3</p> <p>IDES 105 F Interior Design Studio I 2</p> <p>IDES 110 F Drafting for Interior Design 3</p> <p>IDES 130 F Applied Color and Design Theory 4</p> <p>IDES 150 F Interior Materials and Products 4</p> <p>IDES 180 F History of Architecture and Furnishings I 3</p> <p>IDES 190 F History of Architecture and Furnishings II 3</p> <p>Total Units 28</p>	2019 Fall	Six-year review, add PSLOs to CurriCUNET, Program Title Revision FROM "Interior Merchandising Level 1 Certificate" TO "Interior Design Assistant Certificate." Removed from Required Courses: IDES 120 F, MKT 208 F. Added to Required Courses: IDES 180 F, IDES 190 F. Program Unit Revision FROM 27 TO 28.

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
Interior Design	<ul style="list-style-type: none"> • Course Title Revision • CIP Code Revision • Program Title Revision • Program Unit Revision • Catalog Description Update • Six-year review • TOPS Code Revision • Program SLOA Addition • Removing Courses from "Required" • Adding Courses to "Required" • Adding Courses to "Restricted Electives" • 	<p>Interior Design Associate in Science Degree</p> <p>The Interior Design Associate in Science Degree is designed to prepare the student for entry level work in the field of residential or commercial interior design. Career avenues include, but are not limited to, Space Planning, Lighting Specialties, Retail Showroom, Merchandising, Illustration, Remodeling, Materials and Products Specialist, Project Coordinator, and Kitchen & Bath Design. This degree requires a total of 53-57 units.</p> <p>Required Courses (48-50 units)</p> <p>Units</p> <p>ARCH 124 F Architectural CAD I 3</p> <p>ARCH 924 F Architectural CAD II 3</p> <p>IDES 100 F Fundamentals of Interior Design 3</p> <p>IDES 105 F Interior Design Studio I 2</p> <p>IDES 110 F Drafting for Interior Design 3</p> <p>IDES 130 F Applied Color and Design Theory 4</p> <p>IDES 150 F Interior Materials and Products 4</p> <p>IDES 170 F Space Planning I 3</p> <p>IDES 175 F Space Planning II 3</p> <p>IDES 180 F History of Architecture and Furnishings I 3</p> <p>IDES 190 F History of Architecture and Furnishings II 3</p> <p>IDES 200 F Interior Illustration I 2</p> <p>IDES 210 F Fundamentals of Lighting 3</p> <p>IDES 215 F Interior Design Studio II</p>	2019 Fall	<p>Six-year review, SLO's, Title Revision from "Interior Design Assistant Associate in Science Degree" to "Interior Design Associate in Science Degree." Removed from Required Courses: ARCH 113 F. Added to Required Courses: ARCH 124 F, ARCH 924 F, IDES 260 F. Added to Restricted Electives: CSTR 030 F, IDES 220 F, IDES 265 F, IDES 275 F, MKT 208 F. Unit Revision FROM 48 TO 53-57.</p>

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		2 IDES 225 F Interior Illustration II 2 IDES 230 F Business and Professional Practice 3 IDES 240 F Interior Design Internship 2 - 4 Restricted Electives (5-7 units) Units CSTR 030 F Construction Plans Reading 3 IDES 220 F Interior Design Building Codes 3 MKT 208 F Principles of Selling 3 IDES 260 F Interior Illustration III 2 IDES 265 F Interior Design Studio III 2 IDES 275 F Interior Design Studio IV 2 Total Units 53 - 57		
Interior Design	<ul style="list-style-type: none"> • Course Title Revision • CIP Code Revision • Program Title Revision • Program Unit Revision • Catalog Description Update • Six-year review • Program SLOA Revision 	<p>Residential Interior Design Certificate (2019)</p> <p>The Residential Interior Design Certificate is designed to prepare the student for an entry level position within a residential interior design establishment. In addition, the student will qualify to take the IDEX (Interior Design Examination) administered by the California Council for Interior Design Certification (CCIDC) leading to the professional designation of Certified Interior Designer in the State of California. This certificate option requires the completion of the Interior Design Assistant Certificate and additionally provides advanced courses in interior design. This certificate requires a total of 50-54 units. A minimum grade of C is required for all courses.</p>	2019 Fall	Six-year review, SLO's, Program title revision FROM "Residential Design Certificate" TO "Residential Interior Design Certificate". Required courses for Interior Design Assistant Certificate removed: FASH 206 F, IDES 170 F.

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Removing Courses from "Required" • Adding Courses to "Required" • Adding Courses to "Restricted Electives" • Removing Courses from "Restricted Electives" • 	<p>Required Core Courses (28 units) from the Interior Design Assistant Certificate Units</p> <p>ARCH 124 F Architectural CAD I 3</p> <p>ARCH 924 F Architectural CAD II 3</p> <p>IDES 100 F Fundamentals of Interior Design 3</p> <p>IDES 105 F Interior Design Studio I 2</p> <p>IDES 110 F Drafting for Interior Design 3</p> <p>IDES 130 F Applied Color and Design Theory 4</p> <p>IDES 150 F Interior Materials and Products 4</p> <p>IDES 180 F History of Architecture and Furnishings I 3</p> <p>IDES 190 F History of Architecture and Furnishings II 3</p> <p>Required Courses for Residential Interior Design Certificate (17-19 units) Units</p> <p>IDES 170 F Space Planning I 3</p> <p>IDES 200 F Interior Illustration I 2</p> <p>IDES 210 F Fundamentals of Lighting 3</p> <p>IDES 215 F Interior Design Studio II 2</p> <p>IDES 225 F Interior Illustration II 2</p> <p>IDES 230 F Business and Professional Practice 3</p> <p>IDES 240 F Interior Design Internship 2 - 4</p>		<p>Added to Required Courses for Interior Design Assistant:</p> <p>ARCH 124 F, and ARCH 924 F. Removed from Required Courses for Residential Interior Design Certificate:</p> <p>ARCH 113 F, ARCH 124 F, ART 112 F, ART 113 F, ART 114 F, ART 120 F, ART 179 F, ART 182 F, CSTR 006 F, FASH 202 F, IDES 085 F, IDES 120 F, IDES 249 AF, and IDES 249 BF. Added to Required Courses for Residential Interior Design Certificate:</p> <p>IDES 170 F, IDES 200F, IDES 210 F, IDES 230 F, IDES 240 F, and IDES 260 F. Added to Restricted Electives for</p>

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		Restricted Electives (5-7 units) Units CSTR 030 F Construction Plans Reading 3 IDES 220 F Interior Design Building Codes 3 IDES 260 F Interior Illustration III 2 IDES 275 F Interior Design Studio IV 2 MKT 208 F Principles of Selling 3 Total Units 50 - 54		Residential Interior Design Certificate: CSTR 030 F, IDES 220 F, IDES 275 F, MKT 208 F. Program unit revision FROM 49-50 TO 50-54.
Art	<ul style="list-style-type: none"> • Course Title Revision • Catalog Description Update 	<p>Advertising and Graphic Design Associate in Arts Degree</p> <p>The Advertising and Graphic Design Associate in Arts Degree is designed for students seeking employment in the advertising and graphic design industry. Students are guided through presentation and portfolio creation process throughout the program. This program is not designed to transfer to a UC or CSU institution, but may transfer to a private four year school of art with specialized focus upon Advertising and Graphic Arts. This degree requires a total of 18 units.</p> <p>Required Courses (12 units) Units ART 140 F Graphic Design I 3 ART 145 F Publication Design 3 ART 147 F Graphic Design II 3 DART 100 F Introduction to Digital Art 3</p> <p>Restricted Electives: (6 units) Units</p>	2019 Fall	Reflect title revisions for ART 140 F and ART 147 F.

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		ART 123 F Business Practices in Art 3 ART 146 F Advertising Design 3 ART 148 F Packaging Design 3 DART 132 F Digital Imaging I 3 DART 140 F Digital Publishing I 3 DART 146 F Digital Publishing II 3 DART 112 F Vector Graphics 3 Total Units 18		
Art	<ul style="list-style-type: none"> • Course Title Revision • Catalog Description Update 	<p>Advertising and Graphic Design Certificate The Advertising and Graphic Design Certificate is designed to prepare students for entry level positions in the professions of advertising, graphic design or allied profession. The hands-on classes allow a student to create professional quality designs suitable for inclusion in a portfolio. This certificate requires a total of 40-41 units. A minimum grade of C is required in each course taken. Required Courses (34-35 Units) Units ART 123 F Business Practices in Art 3 ART 140 F Graphic Design I 3 ART 145 F Publication Design 3 ART 146 F Advertising Design 3 ART 147 F Graphic Design II 3 ART 148 F Packaging Design 3 ART 299 F Art Independent Study</p>	2019 Fall	Reflect title revisions for ART 140 F and ART 147 F.

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		1 - 2 DART 100 F Introduction to Digital Art 3 DART 112 F Vector Graphics 3 DART 132 F Digital Imaging I 3 DART 140 F Digital Publishing I 3 DART 146 F Digital Publishing II 3 Restricted Electives (6 Units) Units ART 118 F Color Theory 3 ART 120 F Basic Design 3 ART 144 F Fundamentals of Cartooning 2 ART 182 F Basic Drawing 3 PRNT 101 F Introduction to Printing 3 DART 170 F Digital Photo Editing I 3 PHOT 101 F Introduction to Photography 3 Total Units 40 – 41		

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
Art	<ul style="list-style-type: none"> • Course Title Revision • Course Unit Revision • Program Unit Revision • Adding Courses to "Restricted Electives" 	<p>Art History/ Museum Studies Associate in Arts Degree (2019)</p> <p>The Art History/ Museum Studies Associate in Arts Degree prepares students to transfer to a university that offers bachelor's degrees in Art History, especially those that offer a specialization in Museum Studies. A bachelor's degree in Art History/ Museum Studies provides a foundation for gallery and museum careers and/or post-graduate study. This program requires a total of 27-28 units of required courses and restricted electives.</p> <p>Required Core Courses (9 units)</p> <p>Units</p> <p>ART 112 F Art History: Ancient to Medieval 3</p> <p>ART 113 F Art History: Renaissance to Modern 3</p> <p>ART 182 F Basic Drawing 3</p> <p>Restricted Electives (18-19 units)</p> <p>List A (3 units) Select one:</p> <p>Units</p> <p>ART 212 F Art History: The Art of Asia 3</p> <p>ART 116 F Art History: The Art of Mexico 3</p> <p>List B (3 units) Select one:</p> <p>Units</p> <p>ART 120 F Basic Design 3</p> <p>ART 153 F Ceramics: Beginning Handbuilding 3</p> <p>ART 186 F Beginning Life Drawing 3</p> <p>PHOT 101 F Introduction to Photography 3</p> <p>ART 121 F Three-Dimensional Design 3</p> <p>DART 100 F Introduction to Digital Art</p>	2019 Fall	<p>Reflect title revision for ART 115 F, unit revision for ART 298 F. Add ART 117 F and ART 213 F to List C. Program unit revision from 27 units to 27-28 units.</p>

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		<p>3 DART 170 F Digital Photo Editing I 3</p> <p>List C (3 units) Select one: Units Any course form List A or List B not already used 3 or ART 114 F Art History: Impressionism to Present 3 ART 117 F Art History: American Art 3 ART 213 F Art History: Pre-Columbian Art 3</p> <p>List D (9-10 units) Select three courses: Units ART 122 F Museum Studies- Introduction to Gallery Practices 3 ART 124 F Museum Studies-Exhibition Production 3 ART 125 F Museum Studies-Exhibition Design and Careers 3 ART 298 F Arts Internship 3 - 4 ART 115 F The Museum Experience 3</p> <p>Total Units 27 - 28</p>		
Art	<ul style="list-style-type: none"> • Course Title Revision • Course Unit Revision 	<p>Illustration Certificate</p> <p>The Illustration Certificate is designed to emphasize concepts, strategies and skill development in order to facilitate the student’s portfolio presentation, which may be</p>	2019 Fall	Six-year review. Program unit revision from 40-43 units to 33-36 units.

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Program Unit Revision • Catalog Description Update • Six-year review • Removing Courses from "Required" • Adding Courses to "Restricted Electives" • 	<p>appropriate for a variety of careers in the Commercial Arts field, including editorial and advertising illustration, concept design and illustration for products, conceptual art for the game and entertainment industry, and illustration for the toy and theme park industries. This certificate requires a total of 33-36 units. A minimum grade of C or better is required for each course taken.</p> <p>Required Art Courses: 21 units Units</p> <p>ART 120 F Basic Design 3</p> <p>ART 157 F Sketching for Animators and Illustrators 3</p> <p>ART 137 F Basic Drawing for Entertainment Arts 3</p> <p>or</p> <p>ART 182 F Basic Drawing 3</p> <p>ART 180 F Rendering 3</p> <p>or</p> <p>ART 243 F Applied Perspective 3</p> <p>ART 186 F Beginning Life Drawing 3</p> <p>ART 244 F Illustration 3</p> <p>ART 246 F Advanced Illustration 3</p> <p>Required Digital Arts(DART) courses: 6 units Units</p> <p>DART 107 F Digital Drawing 3</p> <p>DART 135 F Introduction to Digital Painting 3</p> <p>Restricted electives: 6-9 units from the list Units</p>		<p>Moved from Required Courses to Restricted Electives: ART 290 F, ART 294 F. Also added to Restricted Electives: DART 148 F. Reflect ART 188 F title revision and ART 298 F unit revision.</p>

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		ART 123 F Business Practices in Art 3 ART 139 F Fashion Sketching 2 ART 144 F Fundamentals of Cartooning 2 ART 156 F Animal Drawing 3 ART 181 F Drawing from the Masters 3 ART 183 F Representational Drawing 3 ART 188 F Beginning Watercolor Painting 3 ART 189 F Beginning Painting 3 ART 195 F Anatomical Drawing 3 ART 290 F Portfolio Preparation and Artwork Presentation 3 ART 294 F Independent Study: Illustration 1 - 2 ART 298 F Arts Internship 2 - 4 DART 148 F Introduction To Narrative Illustration 3 Total Units 33 - 36		
Dance	<ul style="list-style-type: none"> • Course Unit Revision • Catalog Description Update • Six-year review • Adding Courses to "Required" 	<p>Dance Associate in Arts Degree</p> <p>The Dance Associate in Arts Degree is designed to provide students with a foundational dance education emphasizing dance technique and performance complimented by integrated studies in choreography, dance production, repertory, dance appreciation and conditioning that will prepare them to transfer as dance majors for an advanced degree or to teach,</p>	2019 Fall	Six-year review. Reflect unit revision of DANC 112 F (1 to 2 units), and add DANC 200 F to Required Courses.

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		choreograph, and perform at various community and private venues. Additionally the dance training will contribute to the student’s development of management skills, collaboration strategies and aesthetics. This degree requires a total of 28-30 units. Required Courses (25-27 Units) Units DANC 102 F Conditioning for Dance 2 DANC 141 F Ballet I: Beginning Ballet 2 DANC 142 F Ballet II: Advanced Beginning Ballet 2 DANC 162 F Advanced Beginning Modern Dance 2 or DANC 163 F Intermediate Modern Dance 2 DANC 112 F Jazz II 2 DANC 202 F Dance Composition/Choreography 3 DANC 143 F Ballet III: Intermediate Ballet 2 DANC 100 F Dance Appreciation 3 or DANC 210 F Multicultural Dance in the U.S. Today 3 or DANC 120 F Dance History 3 DANC 214 F Dance Repertory 2 or DANC 205 F Dance Ensemble 3 DANC 203 F Dance Production 2		

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		or DANC 204 F Dance Rehearsal and Performance 3 DANC 200 F Dance Appreciation: A Classical Ballet Retrospective 3 Restricted Electives (3 Units) Select 3 Units from the following list: Units DANC 113 F Tap Dance I 1 DANC 114 F Tap Dance II 1 DANC 130 F Afro-Caribbean Dance 1 DANC 150 F Commercial Dance 1 DANC 122 F Middle Eastern Dance 1 Total Units 28 – 30		
Theatre Arts	<ul style="list-style-type: none"> • Program Title Revision • Program Unit Revision • Catalog Description Update • Removing Courses from "Required" • Adding Courses to "Required" 	<p>Musical Theatre Level 1 Certificate (2019)</p> <p>The Musical Theatre Certificate Level 1 Program is designed to prepare the student for entry-level performance competency in the field of Musical Theatre and lead to specific areas of employment in musical theater production as well as television, theme parks, cruise ships and education. Related career opportunities include, but are not limited to performer, dancer, singer, director and choreographer. This certificate requires a total of 18.5 - 21.5 units.</p> <p>Required Dance courses: (4 units) Units DANC 140 F Introduction to Ballet 2</p>	2019 Fall	Reflect changes to "Required" courses, catalogue description, and Program units revised from 40.5-54.5 units to 18.5-21.5 units in order to create a 2-level certificate program, allowing

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> • Removing Courses from "Restricted Electives" 	<p>DANC 141 F Ballet I: Beginning Ballet 2</p> <p>Required Music courses: (2 units) Units THEA 191 F Beginning Musical Theatre Ensemble Voice 1 THEA 291 F Intermediate Musical Theatre Ensemble Voice 1</p> <p>Required Theatre Arts Musical Theatre courses: (6 units) Units THEA 184 F Beginning Musical Theatre I 3 THEA 185 F Beginning Musical Theatre II 3</p> <p>Required Theatre Arts courses: (3.5 units) Units THEA 180 F * Beginning Principles of Acting 3 THEA 153 F Introduction to Stage Crew Activity 0.5 Restricted Electives (Performance courses) - select one course: (1-3 units) Units THEA 139 F Beginning Musical Theatre Concert Production 1 THEA 178 F Beginning Musical Theatre Production 3 Restricted Electives - select one course: (2-3 units) Units THEA 075 F Theatrical City Tours: New York 2 THEA 105 F Musical Theatre History 3</p>		<p>students to complete two uniquely different musical theatre certificates over the course of two years. Removing outdated courses from Musical Theatre Certificate in order to meet to new course curriculum guidelines. Program title revision from Musical Theatre Certificate to Musical Theatre Level 1 Certificate.</p>

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		Total Units 18.5 - 21.5 * *Requires concurrent enrollment of .50 units of THEA 153 F		
Automotive 906	<ul style="list-style-type: none"> • Program Title Revision • Program Unit Revision • Catalog Description Update • Six-year review • Program SLOA Revision • Program SLOA Addition • Removing Courses from "Required" • Adding Courses to "Required" • Revising Skills Certificate (less than 16 units) to Achievement Certificate (16 units or more) 	<p>Automotive Engine Performance Specialist Certificate</p> <p>The Automotive Engine Performance Specialist Certificate is designed to prepare students for entry level employment as an engine performance and driveability technician. A student can seek employment in new car dealerships, specialty repair shops, and franchise automotive repair facilities. This certificate requires a total of 21 units. A minimum grade of C is required in each course taken.</p> <p>Required Courses (21 units)</p> <p>Units</p> <p>AUTO065 F Automotive Electrical and Electronic Systems 5</p> <p>AUTO081 F Engine Rebuilding and Repair 8</p> <p>AUTO082 F Automotive Engine Performance and Driveability 8</p> <p>Total Units 13</p>	2019 Fall	Six-year review. Program unit revision FROM 17 units TO 21 units.

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
Architecture	<ul style="list-style-type: none"> • Catalog Description Update • Program SLOA Revision • Adding Courses to "Restricted Electives" • Removing Courses from "Restricted Electives" 	<p>Architectural CAD Technology Certificate (FY 2019)</p> <p>The Architectural CAD Technology Certificate is designed to prepare students for employment in the architectural field. Students may seek employment as a CAD drafter, CAD technician, 3D BIM modeler or renderer in the fields of architecture, engineering, construction and interior design. This certificate requires a total of 27-32 units.</p> <p>Required Courses (20-22 units)</p> <p>Units</p> <p>ARCH 111 F Introduction to Architecture 3</p> <p>ARCH 124 F Architectural CAD I 3</p> <p>ARCH 924 F Architectural CAD II 3</p> <p>ARCH 934 F Architectural CAD III 3</p> <p>ARCH 114 F Architectural Materials and Methods 3</p> <p>ARCH 227 F Internship in Architecture 2 - 4</p> <p>BUS 180 F Small Business Management 3</p> <p>Restricted Electives (7-10 units)</p> <p>Units</p> <p>COMM 135 F Essentials of Argumentation 4</p> <p>CSTR 031 F International Building Code 3</p> <p>CSTR 041 F International Residential Code 3</p> <p>Total Units 27 - 32</p>	2019 Fall	Removing courses CSTR 036 F and 037 F. Adding courses CSTR 031 F and 041 F.

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
Paralegal Studies	<ul style="list-style-type: none"> • Course Title Revision • CIP Code Revision • Removing Courses from "Restricted Electives" 	<p>Paralegal Studies Associate in Science Degree The Paralegal Studies Associate in Science Degree is designed to prepare students for employment in a paraprofessional capacity as an assistant to an attorney in private practice, in a governmental agency, or in private industry. Paralegals may perform many tasks under the supervision of a licensed attorney including preparation of forms and pleadings, interviewing of clients, researching and writing legal documents, managing a law office, and preparing word processing forms and documents. This program is not intended to prepare students for the practice of law. The Paralegal studies program is approved by the American Bar Association (ABA). A minimum grade of C is required in each course taken. This degree requires a total of 27 units. Required Courses: (21 units) Units PLEG 101 F Introduction to Paralegal Studies 3 PLEG 104 F Introduction to Legal Research and Terminology 3 PLEG 105 F Introduction to Legal Writing 3 PLEG 116 F Computers in the Law Office 3 PLEG 201 F Civil Litigation I 3 PLEG 202 F Civil Litigation II 3 PLEG 207 F Computer Assisted Legal Research 3 Restricted Electives: (6 units) Units PLEG 090 F Contemporary Issues in the Law 1 - 3 PLEG 203 F Tort Law 3 PLEG 204 F Family Law</p>	2019 Fall	Removing PLEG 212 F and rename PLEG 203 F to be competitive with other programs.

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		3 PLEG 205 F Probate, Wills and Trusts		
		3 PLEG 206 F Bankruptcy Law and Procedure		
		3 PLEG 208 F Workers' Compensation Law		
		3 PLEG 209 F Criminal Law and Procedures		
		3 PLEG 210 F Paralegal Internship		
		2 - 4 PLEG 211 F Real Property Law and Procedures		
		3 PLEG 213 F Employment and Labor Law		
		3 PLEG 214 F Contract Law and Procedure		
		3 PLEG 215 F Discovery in Electronic Age		
		3 PLEG 216 F Computers in the Law Office II		
		3 PLEG 217 F Immigration Law		
		3 PLEG 218 F Entertainment and Sports Law		
		3 PLEG 219 F Intellectual Property		
		3 PLEG 220 F Elder Law		
		3 PLEG 221 F Ethics for Paralegals		
		2 PLEG 225 F Law Office Management		
		3 PLEG 223 F Advanced Legal Research and Writing		
		3 PLEG 226 F Constitutional Law		
		3 PLEG 227 F International Law		
		3 Total Units		
		27		

PROGRAM REVISIONS

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
Paralegal Studies	<ul style="list-style-type: none"> • Course Title Revision • CIP Code Revision • Removing Courses from "Restricted Electives" 	<p>Paralegal Studies Certificate (FY 2019) The Paralegal Studies Certificate may be awarded to those students completing the required coursework, and that have an Associate in Science Degree, an Associate of Arts Degree, a Bachelor's or higher degree from a regionally accredited college or university. All students with an Associate degree must have their transcripts evaluated for General Education requirements as listed in the General Education requirements for the Associate in Science degree in Paralegal Studies. The Paralegal Studies Program is approved by the American Bar Association (ABA). An additional 9 units must be chosen from the restricted electives listed below. A minimum grade of C is required in each course taken. At least one-half of the units toward the certificate must be completed at Fullerton College. This certificate requires a total of 30 units.</p> <p>Required Courses: (21 units) Units PLEG 101 F Introduction to Paralegal Studies 3 PLEG 104 F Introduction to Legal Research and Terminology 3 PLEG 105 F Introduction to Legal Writing 3 PLEG 116 F Computers in the Law Office 3 PLEG 201 F Civil Litigation I 3 PLEG 202 F Civil Litigation II 3 PLEG 207 F Computer Assisted Legal Research 3 Restricted Electives: (9 units) Units PLEG 090 F Contemporary Issues in the Law 1 - 3</p>	2019 Fall	Removing PLEG 212 F and reflect PLEG 203 F title revision.

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		PLEG 203 F Tort Law 3 PLEG 204 F Family Law 3 PLEG 205 F Probate, Wills and Trusts 3 PLEG 206 F Bankruptcy Law and Procedure 3 PLEG 208 F Workers' Compensation Law 3 PLEG 209 F Criminal Law and Procedures 3 PLEG 210 F Paralegal Internship 2 - 4 PLEG 211 F Real Property Law and Procedures 3 PLEG 213 F Employment and Labor Law 3 PLEG 214 F Contract Law and Procedure 3 PLEG 215 F Discovery in Electronic Age 3 PLEG 216 F Computers in the Law Office II 3 PLEG 217 F Immigration Law 3 PLEG 218 F Entertainment and Sports Law 3 PLEG 219 F Intellectual Property 3 PLEG 220 F Elder Law 3 PLEG 221 F Ethics for Paralegals 2 PLEG 225 F Law Office Management 3 PLEG 223 F Advanced Legal Research and Writing 3 PLEG 226 F Constitutional Law 3 PLEG 227 F International Law		

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		3 Total Units 30		
Physical Education	<ul style="list-style-type: none"> • Course Title Revision • Course Unit Revision • Program SLOA Revision • CIP Code Revision • Removing Courses from "Restricted Electives" • Removing Courses from "Required" • Revising Certificate of Achievement (16 units or more) to Skills Certificate (less than 16 units) 	<p>Athletic Coach Certificate (2019) The Athletic Coach Certificate is designed to educate and prepare students to become certified athletic coaches in the recreational and competitive sports industry. Upon successful completion, students will earn a certificate and be more qualified to coach inter-scholastically and within sport organizations and private business. A final interview will conclude completion of the certificate. This certificate requires a total of 11.5-15 units, with at least .5 units coming from the Restricted Elective list. A minimum grade of C is required in each course taken.</p> <p>Required Courses (11-12 units) Units</p> <p>PE 244 F Techniques and Principles of Coaching 3</p> <p>PE 247 F Sports Management 3</p> <p>PE 240 F Sports Officiating 3</p> <p>PE 245 F *Lifesaving, Basic Rescue and CPR 2</p> <p>or</p> <p>PE 235 F *First Aid, CPR, and Safety Education 3</p> <p>*American Red Cross certification can be substituted at the discretion of the Division. Students must take an additional 2-3 units from restricted electives</p> <p>Restricted Electives (0.5-3 units)</p> <p>Must select at least one course from the list below: Units</p> <p>PE 154 F Fitness Testing With Exercise Prescription 3</p> <p>PE 202 F Intercollegiate Baseball 3</p> <p>PE 203 F Intercollegiate Basketball - Men 1</p> <p>PE 204 F Intercollegiate Basketball - Women 1</p>	2019 Fall	Reflect PE 207 F title revision to Intercollegiate Football and unit revision of 2 to 3 units. Reflect PE 285 F title revision to Theory of Coaching Volleyball and unit revision of 2 to 3 units. Reflect PE 134 title revision to Beginning Swimming. Revised program SLOs. Remove PE 240 from electives as it is required. Remove PE 248 and PE 199 from required courses. Changing FROM Certificate of Achievement TO Skills Certificate. This certificate is primarily for walk-on

PROGRAM REVISIONS				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		PE 205 F Intercollegiate Cross Country - Men and Women 3 PE 207 F Intercollegiate Football 3 PE 208 F Intercollegiate Golf - Women 2 PE 209 F Intercollegiate Soccer 3 PE 210 F Intercollegiate Softball - Women 2 PE 211 F Intercollegiate Swimming 3 PE 214 F Intercollegiate Tennis 3 PE 215 F Intercollegiate Track and Field - Men and Women 3 PE 217 F Intercollegiate Sand Volleyball-Women 2 PE 218 F Intercollegiate Volleyball - Women 2 PE 219 F Intercollegiate Water Polo 2 PE 281 F Professional Activity: Theory of Basketball 2 PE 282 F Theory of Coaching Softball 2 PE 283 F Theory of Coaching Football 3 PE 284 F Theory of Coaching Soccer 2 PE 285 F Theory of Coaching Volleyball 3 PE 270 F Exercise Nutrition 3 PE 105 F Badminton 1 PE 112 F Fencing 1 PE 115 F Golf 1 PE 117 F Gymnastics – Tumbling 1 PE 126 F Beach Volleyball 1 PE 127 F Racquetball-Indoors 1 PE 134 F Beginning Swimming 1 PE 139 F Tennis 1 PE 144 F Volleyball-Beginning 0.5 - 1 PE 145 F Volleyball - Intermediate 0.5 - 1 PE 180 F Baseball 1 PE 181 F Intermediate/Advanced Basketball 1 PE 185 F Football – Defense 3 PE 189 F Soccer II 1 PE 250 F Sports and Society 3 PE 252 F Introduction to Kinesiology 3 Total Units 11.5 - 15		individuals that want to coach at a high school or in a youth or club program. Unit change FROM 18-21 TO 11.5-15 units

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: December 11, 2018 Resolution _____
Information _____
SUBJECT: Academic Personnel Enclosure(s) X

BACKGROUND: Academic personnel matters within budget.

How does this relate to the five District Strategic Directions? Not applicable.

How does this relate to Board Policy: These items are in compliance with Chapter 7, Human Resources, Board Policies and Administrative Procedures relating to personnel administration.

FUNDING SOURCE AND FINANCIAL IMPACT: All personnel matters are within budget.

RECOMMENDATION: It is recommended that the following items be approved as submitted.

Irma Ramos

Recommended by

Approved for Submittal

5.a.1

Item No.

Academic Personnel
December 11, 2018

TEMPORARY CONTRACT

Acosta, Cynthia	CC	Psychiatric Technology Instructor Temporary Contract (100%) Pursuant to E.C. 87482 Class B, Step 1 Eff. 01/24/2019-05/25/2019
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LEAVES OF ABSENCE

Hanson, Bruce	FC	Philosophy Instructor Load Banking Leave With Pay (100%) Eff. 2019 Spring Semester
Heusser, Willis	CC	Philosophy/Religious Studies Instructor Load Banking Leave With Pay (86.67%) Eff. 2019 Spring Semester
Jianto, Susana	CC	CIS Instructor Load Banking Leave With Pay (100%) Eff. 2019 Spring Semester
Miller, Bruce	FC	Music Instructor Load Banking Leave With Pay (100%) Eff. 2019 Spring Semester
Phillips, Eileen	NOCE	High School Programs Instructor Load Banking Leave With Pay (13.00%) Eff. 2019 Winter & Spring Trimesters
Reilly, Joseph	FC	History Instructor Load Banking Leave With Pay (10.00%) Eff. 2019 Spring Semester
Standen, Kathleen	FC	Business Management Instructor Load Banking Leave With Pay (100%) Eff. 2019 Spring Semester

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2019 SPRING SEMESTER,
TRIMESTER

Alrubaye, Wasan	NOCE	Column 1, Step 1
Dingma, Mary	CC	Column 3, Step 1
Gonzales, Gregory	FC	Column 1, Step 1
Fanego, Cristofer	FC	Column 1, Step 1
Langley, Ryan	FC	Column 1, Step 1
Lee, Kevin	NOCE	Column 2, Step 1

Academic Personnel
December 11, 2018

Loredo, Jacqueline	FC	Column 1, Step 1
Menton, Allen	FC	Column 3, Step 1
Necessian, Terence	NOCE	Column 2, Step 1
Obando, Mario	FC	Column 3, Step 1
Pitts, Lisa	FC	Column 1, Step 1
Solorzano Uribe, Alejandra	FC	Column 1, Step 1
Teipe, Emily	FC	Column 3, Step 1
Toubal, Merzak	NOCE	Column 2, Step 1
Wittmier, Darrell	CC	Column 2, Step 1

TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Bridges, Andrew	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Chang, Chiu-Chin	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Eaves, Stephanie	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Ford, Julie	CC	Supervising Dentist (DH Program) Column 3, Step 2 Lab Rate, Adjunct Faculty Salary Schedule Eff. 2019 Spring Semester
Hale, Raelynne	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Harris, Lee	CC	Supervising Dentist (DH Program) Column 3, Step 2 Lab Rate, Adjunct Faculty Salary Schedule Eff. 2019 Spring Semester
Jo, Josephine	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Johnson, Cory	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019

Academic Personnel
December 11, 2018

Kaeser, Amy	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Kinoshita, Aya	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Lake-Bain, Carolyn	FC	Counselor and Student Development Counselors Training Stipend not to exceed \$200.00 Eff. 09/17/2018
Macafee, Lisa	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Montoya, Latania	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Moulton, Renee	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Novasky, Mayra	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Rinaldi, Francesca	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Rodriguez, Daniela	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Salcido, Carla	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Samuels, Charlotte	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019

Academic Personnel
December 11, 2018

Schumann, Sonya	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Skhyrokova, Anna	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Smith-Norman, Ravipan	CC	Supervising Dentist (DH Program) Column 3, Step 1 Lab Rate, Adjunct Faculty Salary Schedule Eff. 2019 Spring Semester
Steffen, Tamara	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Villavicencio, Marina	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019
Welch Wheatley, Janine	CC	Supervising Dentist (DH Program) Column 3, Step 3 Lab Rate, Adjunct Faculty Salary Schedule Eff. 2019 Spring Semester
Wyatt, Joanna	FC	Adjunct Academy Workshop Stipend not to exceed \$200.00 Eff. 01/15/2019-01/16/2019

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: December 11, 2018 Resolution _____
Information _____
SUBJECT: Classified Personnel Enclosure(s) X

BACKGROUND: Classified personnel matters within budget.

How does this relate to the five District Strategic Directions? Not applicable.

How does this relate to Board Policy: These items are in compliance with Chapter 7, Human Resources, Board Policies and Administrative Procedures relating to personnel administration.

FUNDING SOURCE AND FINANCIAL IMPACT: All personnel matters are within budget.

RECOMMENDATION: It is recommended that the following items be approved as submitted.

Irma Ramos

Recommended by

Approved for Submittal

5.b.1

Item No.

Classified Personnel
December 11, 2018

RESIGNATIONS

Teipe, Peter	AC	IT Project Leader 12-month position (100%) Eff. 12/05/2018 PN ISC972
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TERMINATION

@00091482	CC	Instructional Assistant (100%) Eff. 12/12/2018 CCC936
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NEW PERSONNEL

Arriola-Nickell, Gail	AC	Special Projects Director/Edu. Services and Tech. Temporary Management Position (100%) Range 3, Special Proj. Admin Daily Rate Schedule Eff. 01/01/2019 – 06/30/2019 PN DET990
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Bringman, Michelle	NOCE	Special Projects Manager/Adult Edu. Programs Temporary Management Position (100%) Range 2, Special Proj. Admin Daily Rate Schedule Eff. 01/01/2019 – 06/30/2019 PN SCT954
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Dodson, Lanicesha	FC	Bookstore Assistant 12-month position (100%) Range 31, Step E Classified Salary Schedule Eff. 01/02/2019 PN FCC947
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Classified Personnel
December 11, 2018

Garcia, Edwin	NOCE	Facilities Custodian II 12-month position (80%) Range 28, Step A Classified Salary Schedule Eff. 12/12/2018 PN SCC846 Groundskeeper 12-month position (20%) Range 29, Step A Classified Salary Schedule Eff. 12/12/2018 PN SCC917
Hanifa, Roselyne	AC	Risk Management Technician 12-month position (100%) Range 36, Step B Classified Salary Schedule Eff. 12/12/2018 PN DEC930
Horwood-Jones, Kelley	FC	Administrative Assistant II 12-month position (100%) Range 36, Step E Classified Salary Schedule Eff. 12/12/2018 PN FCC914
Lindley, Evelyn	CC	Administrative Assistant I 12-month position (100%) Range 33, Step E Classified Salary Schedule Eff. 12/12/2018 PN CCC843
Mezzano, Aaron	FC	Administrative Assistant I 12-month position (100%) Range 33, Step A + 5% Shift Classified Salary Schedule Eff. 12/12/2018 PN FCC981

Classified Personnel
December 11, 2018

Villasenor, Rafael	FC	Campus Safety Officer 12-month position (100%) Range 31, Step E Classified Salary Schedule Eff. 12/12/2018 PN FCC742
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CHANGE IN SALARY STEP

Del Real, Ramon	CC	Campus Safety Officer (100%) From: Range 31, Step A To: Range 31, Step E Eff. 11/28/2018
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Flores, Christopher	CC	Campus Safety Officer (100%) From: Range 31, Step A To: Range 31, Step E Eff. 11/28/2018
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Guzman, Ines	CC	Campus Safety Officer (100%) From: Range 31, Step A To: Range 31, Step C Eff. 11/28/2018
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VOLUNTARY CHANGES IN ASSIGNMENT

Cota, Yvonne	CC	Administrative Assistant I (100%) Return to Regular Assignment Eff. 11/26/2018
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Joy, Karen	CC	Administrative Assistant II (100%) Return to Regular Assignment Eff. 11/26/2018
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Joy, Karen	CC	Administrative Assistant II (100%) Temporary Change in Assignment To: CC Executive Assistant III 12-month position (100%) Range 30C, Step B Confidential Salary Schedule Eff. 01/02/2019 – 06/30/2019
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Classified Personnel
December 11, 2018

Miralles, Giselle	FC	Instructional Assistant (100%) Extension of Temp. Increase in Months Employed From: 10 months To: 11 months Eff. 01/02/2019 – 01/11/2019 PN FCC836
Mosqueda, Stephanie	FC	Student Services Specialist, DSS 12-month position (100%) PN FCC658 Permanent Lateral Transfer To: FC Student Services Spec., Transfer Ctr. 12-month position (100%) Eff. 01/07/2019 PN FCC587
Kelley, Chad	FC	Laboratory Clerk/Radio (100%) Extension of Temporary Change in Assignment To: FC Radio Broadcast Technician 12-month position (100%) Range 40, Step A Classified Salary Schedule Eff. 11/01/2018 – 03/29/2019

PROFESSIONAL GROWTH & DEVELOPMENT

Huynh, Thydan	FC	Student Services Specialist/Counseling (100%) 4 th Increment (\$400) 5 th Increment (\$400) Eff. 07/01/2020
Martinez Stluka, Rena	FC	Registrar (100%) 2 nd Increment (\$400) 3 rd Increment (\$400) Eff. 07/01/2019

STIPEND FOR ADMINISTRATIVE DUTIES

Triefenbach, Laurie	AC	Catalog & Schedule Coordinator (100%) 6% Stipend Eff. 10/03/2018 – 06/30/2019
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Classified Personnel
December 11, 2018

LEAVES OF ABSENCE

Hernandez, Rafael	CC	Plumber (100%) Unpaid Personal Leave Eff. 09/24/2018 – 11/07/2018
Oh, Tami	AC	District Director, Risk Management (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 11/27/2018 – 01/08/2019 (Consecutive Leave)

NEW CLASSIFIED MANAGEMENT JOB DESCRIPTION

District Director, Grants
Range 21
Management Salary Schedule

District Director, Professional Development
Range 21
Management Salary Schedule

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION

Job Title:	District Director, Grants	Range: 21 (CL)	Management Schedule
Date Revised:	-----	Date Approved:	
THIS IS A DESIGNATED CLASSIFIED MANAGEMENT POSITION SUBJECT TO ONE-YEAR PROBATIONARY PERIOD			

PRIMARY PURPOSE

Under the direction of Vice Chancellor, Educational Services and Technology, the District Director of Grants develops, coordinates, and writes major grant applications for the District. This position is responsible for pre-award coordination, post-award support, and the management of all aspects of project implementation in accordance with the grant schedule. The District Director of Grants provides a full spectrum of service related to grant development and management to faculty, staff, and external agencies.

ESSENTIAL FUNCTIONS

Examples of essential functions are interpreted as being descriptive and not restrictive in nature.

1.	Serve as the authorized District representative in researching, developing, administering and facilitating grant activities across the institution. Serves as primary District liaison with public funding agencies and promotes the District's interests with those agencies. Represents the District in negotiations with grantor agencies/organizations including federal rates for indirect funds.
2.	Research, identify and analyze state, federal and private grant offerings that present viable funding, including long-term opportunities, and complement North Orange County Community College District's strategic direction and educational master plan to achieve educational objectives.
3.	Provide direction for the planning and prioritization of projects and resource needs. Administer grant preparation, maintenance of documentation and prepare reports and items for submission to the Board of Trustees. Develop grant ideas and prepare major grant proposals/applications on behalf of the District.
4.	Provide leadership and coordinate with both internal and external partners related to grant opportunities and activities. Provide technical expertise and analysis in the planning, preparation, program design, budget development, and evaluation of grant submissions.
5.	Ensure the grant projects are feasible, including meeting strategic targets, budgets and timelines, with appropriate reporting and evaluation. Write grant applications that are well-organized, clear, and consistent with institutional goals.
6.	Administer the development and monitoring of performance outcomes. Supervise and conduct research of potential federal, state, private and non-profit funding sources. Create and maintain systems (i.e. grants database) for dissemination of information about external funding opportunities and other grants-related information.
7.	Maintain a positive, proactive relationship with District-wide constituents and funding agencies to ensure full grant compliance and process efficiency.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION

8.	Train and assist faculty and staff assigned to grant activities and grant implementation, including instruction regarding internal procedures, funding agency compliance, grant deliverables, terms, mandates, financial requirements, personnel, payroll, budget monitoring, financial reporting, purchasing, administration of funded awards, grant management best for ensuring compliance, and direct projects as assigned.
9.	Assist faculty and staff regarding the development and monitoring of performance outcomes, including assistance to identify and resolve budget and compliance issues.
10.	Ensure that all grant expenditures are reasonable, allocable and allowable according to federal, state, and agency regulations and guidelines.
11.	Offer professional development workshops and coaching related to grants.
12.	Create, design and implement processes and procedures related to grant management and proposal development; keep records of grants; track college resources allocated to grants; provide mechanisms for audit verification and reconciliation.
13.	Conduct research related to needs assessment and background information for proposal development.
14.	Train, supervise, evaluate and direct the work of personnel as assigned; participate in selection and hiring processes; support equity, diversity and inclusion in the hiring process.
15.	Perform related duties as assigned.

OTHER FUNCTIONS

In addition to the essential functions, the District Director, Grants, may participate in the development and administration of supplemental non-grant projects related to assigned programs.

WORKING RELATIONSHIPS

The District Director, Grants, maintains frequent contact with faculty, staff, external agencies, consultants, and with representatives from the community.

EDUCATION AND EXPERIENCE

Required Qualifications

Bachelor's degree from a regionally accredited institution.

Demonstrated sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty and staff.

Experience in professional/technical grant development and management experience.

Experience in budgeting, fund accounting and financial reporting.

Experience with grant application procedures for a variety of government and private funding sources.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION

Desirable Qualifications

Master's degree in Grant Writing, Grant Management, or a related field.

Three years of experience in grants and resource development, preferably in an educational setting or a tax-exempt 501-3 organization and/or a non-profit corporation.

Evidence of major grants received and proven success in resource development.

Experience in shared governance in an educational setting.

High level of critical thinking, problem solving and analytical skills.

High professional standards and strong interpersonal skills.

Effective oral and written communication skills.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of Principles, methods and best practices of grant proposal development and grant writing for an educational institution and Federal, state and local laws, regulations and court decisions applicable to assigned areas of responsibility

Knowledge of District organization, operations, policies and objectives

Knowledge of a shared governance model

Knowledge of Federal, State, and Governmental agencies involved in education

Knowledge of grant application procedures for a variety of government and private funding sources.

Knowledge of budget preparation and maintenance

Knowledge of appropriate software and databases

Knowledge of correct English usage, grammar, spelling, punctuation, and vocabulary

Knowledge of record keeping procedures

Ability to interpret, apply and explain laws, regulations, policies and procedures

Ability to assess, analyze, implement and evaluate project activities

Ability to analyze situations accurately and adopt an effective course of action

Ability to manage programs effectively and efficiently

Ability to plan, organize and prioritize work

Ability to meet schedules and time lines

Ability to work independently with little direction

Ability to understand and follow oral and written directions

Ability to communicate efficiently both orally and in writing

Ability to supervise, train and provide work direction to others

Ability to establish and maintain effective working relationships with others

SPECIAL REQUIREMENTS

A valid California driver's license

WORKING CONDITIONS

Office environment; subject to constant interruptions and frequent interactions with others; sitting for long periods at a time (up to 2-3 hours); may require off-site duties and activities.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION

Job Title:	District Director, Professional Development	Range: 21 (CL)	Management Schedule
Date Revised:	-----	Date Approved:	
THIS IS A DESIGNATED CLASSIFIED MANAGEMENT POSITION SUBJECT TO ONE-YEAR PROBATIONARY PERIOD			

PRIMARY PURPOSE

Under the direction of the Vice Chancellor of Human Resources, this position is responsible for directing the District-wide professional development program. Coordinates, develops, plans, implements, and evaluates meaningful professional development activities. Collaborates and serves as a resource to campus, program and organizational development initiatives.

ESSENTIAL FUNCTIONS

Examples of essential functions are interpreted as being descriptive and not restrictive in nature.

1.	Assume a proactive and innovative leadership role in the vision and implementation of meaningful District-wide professional development activities for faculty, classified and management groups which comply with District and state objectives in professional development. Establish professional development goals and objectives that align with the District and campus goals.
2.	Provide leadership for the District-wide Professional Development Program; serve as chairperson of the District-wide Professional Development Committee; serve as a resource and work collaboratively with the campus professional development programs.
3.	Design, plan, implement, and establish programs, goals, and objectives to align with institutional goals consistent with District-wide training needs; designs and develops programs throughout the year to meet annual objectives.
4.	Develop, design, implement, and evaluate training curriculum; research, recommend and facilitate current trends in professional development. Review and select training materials.
5.	Develop, implement, and manage a web-based professional development program.
6.	Select consultants, faculty and staff to conduct training and workshops; conduct individual program evaluations, analyze performance indicators and prepare reports.
7.	Develop and prepare professional development related contracts, forms, grant applications, awards, publicity, and other web-based or printed materials. Design, draft, analyze, review and select training material.
8.	Develop, monitor, and administer an assigned budget and expenditures to implement the District's Professional Development Plan within the established guidelines; prepare year-end expenditure and activities report for assigned funds; prepare District and state reports for the Vice Chancellor's signature. This may include state, District and grant funds.
9.	Attend and represent the District at local, regional, state, and national meetings and conferences related to staff and organizational development. Collaborate with professional development leaders at the State Chancellor's Office and other colleges and universities.
10.	Design, plan, and implement leadership, mentor, and other related programs for faculty, staff and managers, including orientation sessions for employees District-wide.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION

11.	Compile and maintain a variety of records, files and statistical reports related to District-wide professional development and activities. Conduct needs assessments and follow-up surveys of activities. Provide periodic reports to the Board of Trustees and administration.
12.	Attend a variety of meetings as required; serve on committees and special projects as assigned; coordinate programs and services as appropriate with other District and college personnel.
13.	Train and provide work direction and guidance to others as directed. Evaluate performance of assigned staff.
14.	Learn and apply emerging technologies and advances (e.g., computer software applications) as necessary to perform duties in an efficient, organized, and timely manner.
15.	Perform related duties as assigned.

OTHER FUNCTIONS

None

WORKING RELATIONSHIPS

The District Director, Professional Development, maintains frequent contact with faculty, staff, and external agencies, consultants, and vendors.

EDUCATION AND EXPERIENCE

Required Qualifications

Bachelor's degree from a regionally accredited institution, preferably with a degree in training and development, education, organizational development, business or related field and four (4) years of related experience.

Demonstrated sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty and staff.

Experience working in professional development or training program facilitation.

Desirable Qualifications

Master's degree in a related field.

Experience delivering effective trainings.

Experience developing curriculum and training programs utilizing learning theory.

Experience implementing and managing a learning management system.

Experience in shared governance in an educational setting.

High level of critical thinking, problem solving and analytical skills.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION

High professional standards and strong interpersonal skills.

Effective oral and written communication skills.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of Education Code and other laws, rules, and regulations applicable to assigned areas of responsibility

Knowledge of basic principles and practices of curriculum development for training courses, including adult learning theory

Demonstrated experience in developing and implementing training programs

Demonstrated organizational, communication, interpersonal, presentation and team-building skills

Knowledge of principles and practices of curriculum development for training courses

Knowledge of professional development and training trends in community college programs

Knowledge of a shared governance model

Knowledge of District organization, operations, policies, and objectives

Knowledge of correct English usage, grammar, spelling, punctuation, and vocabulary

Knowledge of record keeping procedures

Knowledge of budget preparation and maintenance

Knowledge of appropriate software and learning management system

Knowledge of internet research techniques and online education and training models

Ability to utilize information technology for developing and delivering professional development opportunities

Ability to design, plan, implement, and evaluate a comprehensive professional development program

Ability to develop training programs, workshops, and seminars based on needs assessment

Ability to effectively publicize and promote training programs and activities

Ability to interpret, apply and explain laws, regulations, policies and procedures

Ability to assess, analyze, implement and evaluate research project activities

Ability to analyze situations accurately and adopt an effective course of action

Ability to plan, organize and prioritize work

Ability to meet schedules and timelines

Ability to work independently with little direction

Ability to work confidentially with discretion

Ability to understand and follow oral and written directions

Ability to communicate efficiently both orally and in writing

Ability to supervise, train, and provide work direction to others

Ability to establish and maintain effective working relationships with others

SPECIAL REQUIREMENTS

A valid California driver's license

WORKING CONDITIONS

Office environment; subject to constant interruptions and frequent interactions with others; sitting for long periods at a time (up to 2-3 hours); may require off-site duties and activities.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: December 11, 2018 Resolution _____
Information _____
SUBJECT: Professional Experts Enclosure(s) X

BACKGROUND: Professional Experts within budget.

How does this relate to the five District Strategic Directions? Not applicable.

How does this relate to Board Policy: These items are in compliance with Chapter 7, Human Resources, Board Policies and Administrative Procedures relating to personnel administration.

FUNDING SOURCE AND FINANCIAL IMPACT: All personnel matters are within budget. The supervising manager is authorized by the Board to assign budget numbers in the employment of Professional Experts.

RECOMMENDATION: It is recommended that the following items be approved as submitted.

Irma Ramos

Recommended by

Approved for Submittal

5.c.1

Item No.

Professional Experts
December 11, 2018

PROFESSIONAL EXPERTS

Name	Site	Job Classification	Project Title	Max Permitted Hours per Week	Begin	End
Alrubaye, Wasan	NOCE	Technical Expert I	College Prep Basic Math	4	12/10/2018	12/21/2018
Assef, Celia	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Balma, Jodi	AC	Technical Expert I	Future Instructor Training Internship and Mentorship Program	20	08/15/2018	12/15/2018
Bonnand, George	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Bui, Tuan	FC	Project Expert	SSSP Related Data and Research Project	26	03/18/2019	04/12/2019
Bui, Tuan	FC	Project Expert	SSSP Related Data and Research Project	26	04/22/2019	06/28/2019
Clowes, Kevin	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Cuatt, Benjamin	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Currie, Adriana	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Daniel, William	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Dimitriadis, Philip	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Dowdalls, James	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Elston, Lisa	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Eversaul, Sherry	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Farley, John	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Fueger, Mary Ann	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Goldstein, David	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Gonzalez, Amber	AC	Technical Expert I	Future Instructor Training Internship and Mentorship Program	20	08/15/2018	12/15/2018
Gonzalez, Margarita	FC	Project Expert	Student Diversity Success Initiative	26	01/22/2019	05/31/2019
Gonzalez, Mario	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Gonzalez Marin, Gilbert	CC	Project Expert	CyberPatriot Program Lead	26	11/26/2018	12/12/2018
Gonzalez Marin, Gilbert	CC	Project Expert	CyberPatriot Program Lead	26	01/07/2019	02/02/2019

Professional Experts
December 11, 2018

Gonzalez Marin, Gilbert	CC	Project Expert	CyberPatriot Program Lead	26	02/11/2019	03/23/2019
Gonzalez Marin, Gilbert	CC	Project Expert	CyberPatriot Program Lead	26	04/01/2019	06/30/2019
Guthrie, Frank	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Harless, Zachary	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Hill-West, Jami	NOCE	Technical Expert I	IBest Prep	26	12/03/2018	01/06/2019
Ho, Josephine	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Jimmons, Charlotte	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Karaba, Salvatore	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Keller, Jonathan	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Kirby, Brendon	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
LaMontia, Melody	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Landry, Erin	AC	Technical Expert I	Future Instructor Training Internship and Mentorship Program	20	08/15/2018	12/15/2018
LaSalle, McKay	FC	Project Expert	Athletic Life Coach	26	12/12/2018	05/13/2019
Lee, Kevin	NOCE	Technical Expert I	College Prep Basic Math	4	12/10/2018	12/21/2018
Lopez, Jazmin	NOCE	Project Expert	Campus Communications	26	02/22/2019	06/28/2019
Maine, Robert	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
McGrew, Patrick	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
McLaren, Erin	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Miranda, Jose V	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Monterone, Andee	FC	Project Expert	Certified Assistant Athletic Trainer	26	01/07/2019	05/31/2019
Negus, Anne	AC	Technical Expert I	Future Instructor Training Internship and Mentorship Program	20	08/15/2018	12/15/2018
Nercessian, Terence	NOCE	Technical Expert I	College Prep Basic Math	4	12/10/2018	12/21/2018
Ngo, Eric	FC	Project Expert	SSSP Related Data and Research Project	26	01/02/2019	01/31/2019
Ngo, Eric	FC	Project Expert	SSSP Related Data and Research Project	26	04/29/2019	06/28/2019
Nguyen, Amanda	FC	Project Expert	SSSP Related Data and Research Project	26	01/02/2019	04/12/2019
Nguyen, Amanda	FC	Project Expert	SSSP Related Data and Research Project	26	04/22/2019	05/31/2019

Professional Experts
December 11, 2018

Nguyen, Hung	FC	Project Expert	SSSP Related Data and Research Project	26	01/02/2019	04/05/2019
Nguyen, Hung	FC	Project Expert	SSSP Related Data and Research Project	26	06/03/2019	06/28/2019
Norzagaray Spillers, Cesar	NOCE	Project Expert	Assessment Center Professional Expert	26	01/02/2019	04/12/2019
O'Brien, Daniel	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Pham, Kara	FC	Technical Expert I	SDSI Math Institute for Learning Enhancement Success	25	11/19/2018	06/30/2019
Plum, Alix	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Ray, Alan	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Reinke, Keryl	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Rennie, Nancy	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Reyes, Tommy	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Rhymes, Regina	AC	Technical Expert I	Future Instructor Training Internship and Mentorship Program	20	08/15/2018	12/15/2018
Rosales, Kimberly	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Salazar, Yvonne	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Seidel, Jay	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Sheehan, Michael	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Shrout, Cynthia	CC	Technical Expert I	Contextualized Directed Learning Activities for the MLC	40	12/09/2018	05/25/2019
Sidhu, Parwinder	AC	Technical Expert I	Future Instructor Training Internship and Mentorship Program	20	08/15/2018	12/15/2018
Simmons, Samantha	AC	Technical Expert I	Future Instructor Training Internship and Mentorship Program	20	08/15/2018	12/15/2018
Soto, Dee Ann	AC	Technical Expert I	Future Instructor Training Internship and Mentorship Program	20	08/15/2018	12/15/2018
Stivers, Matthew	NOCE	Project Manager	NOCE Basic Skills/HSDP Economics Course Revisions	20	12/03/2018	12/14/2018
Toubal, Merzak	NOCE	Technical Expert I	College Prep Basic Math	4	12/10/2018	12/21/2018
Wade, Marcu	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Wu, Jo	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018
Young, Brandy	AC	Technical Expert I	Future Instructor Training Internship and Mentorship Program	20	08/15/2018	12/15/2018
Young, Renee	FC	Technical Expert I	CTE Showcase Day 2018 Program Participation	10	12/10/2018	12/11/2018

Professional Experts
December 11, 2018

NOCE TUITION PROGRAMS

Name	Salary	Trimester	Max Permitted Hours per Week
Zapata, Emily	Tuition Rate	Winter, Spring	26

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
Resolution _____
DATE: December 11, 2018 Information _____
Enclosure(s) X
SUBJECT: Hourly Personnel

BACKGROUND: Short-term, substitute and student work-study/work experience personnel may be employed on a temporary basis from time to time to assist in the workload of various departments.

In accordance with the District's administrative procedures, the employment of short-term and substitute employees is restricted to not more than twenty-six (26) hours per week. The employment of student employees is restricted to not more than twenty (20) hours per week.

How does this relate to the five District Strategic Directions? Not applicable.

How does this relate to Board Policy: These items are in compliance with Chapter 7, Human Resources, Board Policies and Administrative Procedures relating to personnel administration.

FUNDING SOURCE AND FINANCIAL IMPACT: All personnel matters are within budget.

RECOMMENDATION: It is recommended that the following items be approved as submitted.

Irma Ramos

Recommended by

Approved for Submittal

5.d.1

Item No.

Hourly Personnel
December 11, 2018

Short-Term Hourly

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Barbosa, Aurelia	NOCE	Clerical/Secretarial - Assist Accounts Payable and Accounting Department	01/02/19	03/29/19	TE A 2
Bautista, Christopher	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Caballero, Elizabeth	NOCE	Clerical/Secretarial - Assist in Admissions & Records	01/02/19	03/01/19	TE A 4
Cajudo, Jordan	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Crisantos Valencia, S.	FC	Clerical/Secretarial - Assist Educational Partnerships/Counseling Center	12/12/18	03/29/19	TE A 2
Deitrick, Michaela	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Duster, Tyson	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Fedcock, Brianna	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Flores, Daniela	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Gavarini, Nathalie	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Gomez, Kelsey	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Gomez, Pearl	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Gonzalez, Julio	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Gonzalez, Sidney	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Goodbeau, Jacqueline	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Guerrero, Lowell	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Heida, Joseph	CC	Tech/Paraprof - Assist with photography in Campus Communications	12/17/18	03/15/19	TE A 3
Hernandez, Hector	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Kelly, Steven	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
King, Elliott	FC	Clerical/Secretarial - Assist in Admissions & Records	02/04/19	05/03/19	TE A 2
Kuramatsu-Thomson, M.	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Lee, Jessica	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Leon, George	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Lopez, Melissa	CC	Clerical/Secretarial - Assist in Health Science Division office	12/12/18	01/25/19	TE A 1
Lopez, Melissa	CC	Clerical/Secretarial - Assist in Health Science Division office	05/28/19	06/30/19	TE A 1
Mojica, Zimmo	CC	Tech/Paraprof - Assist with graphic design in Campus Communications	01/07/19	04/05/19	TE B 3

Hourly Personnel
December 11, 2018

Montenegro, Juliana	CC	Tech/Paraprof - Assist with photography in Campus Communications	02/25/19	05/24/19	TE A 3
Morales, Jazlyn	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Munoz, Juan	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Nash, Connor	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Navarro, Jose	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Nieves, Paola	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Ocampo, Sandra	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Perez, Emilee	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Perez, Floriberto	FC	Service/Maintenance - General assistance to campus custodial staff	01/02/19	03/27/19	TE B 2
Perez, Jaquelyn	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Prabowo, Anthony	FC	Direct Instr Support - Assist in ACT computer lab	01/28/19	05/25/19	TE A 2
Provencher, Makayla	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Pruitt, Emily	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Razo, Juan Jose	FC	Service/Maintenance - General assistance to campus custodial staff	03/09/19	06/07/19	TE B 3
Reynolds, Ryan	FC	Direct Instr Support - Assist in ACT computer lab	01/23/19	05/25/19	TE A 1
Rojas, Jazmin	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Rubio, Berania	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Schmidt, Katrina	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Schmidt, Patricia	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Sevilla, Grace	FC	Clerical/Secretarial - Assist Educational Partnerships/Counseling Center	12/12/18	03/29/19	TE A 2
Talbot, Jesse	NOCE	Clerical/Secretarila - Assist DSS Department with Clerical Support	01/14/19	04/12/19	TE A 1
Torres Silva, Zayra	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Ureriro, Cesar	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Valladares, Calvin	FC	Tech/Paraprof - Athletic Program Assistant - Tennis	01/22/19	05/31/19	TE H 4
Vanderhyden, Victoria	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Venegas, Juan	FC	Clerical/Secretarial - Assist in the campus Bookstore	01/16/19	04/05/19	TE A 1
Washington, Tanya	CC	Clerical/Secretarial - Assist in campus Professional Development office	01/02/19	04/03/19	TE B 4
Yanez, Julie Mar	FC	Clerical/Secretarial - Assist Educational Partnerships/Counseling Center	12/12/18	03/29/19	TE A 2

Hourly Personnel
December 11, 2018

Tutors, Interpreters, and Readers

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Abbasi, Magid	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	01/18/19	06/30/19	TE A 2
Alexander, Brian	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	01/18/19	06/30/19	TE A 2
Arta, Simren	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	01/18/19	06/30/19	TE A 2
Baradaran , Negar	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	01/18/19	06/30/19	TE A 2
Brezoi, Andrea	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	01/18/19	06/30/19	TE A 2
Bustos Beltran, Irving	CC	Direct Instr Support - Tutor for the English Success Center	01/28/19	06/30/19	TE B 1
Cano , Abraham	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	01/18/19	06/30/19	TE A 2
Capwell, Janelle	FC	Direct Instr Support - Tutor for the Graduate Student Mentor Program	01/28/19	05/24/19	TE B 2
Castro, Samantha	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	01/18/19	06/30/19	TE A 2
Costoulas , Aristotelis	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	01/18/19	06/30/19	TE A 2
David, Rei Jairos	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	01/18/19	06/30/19	TE A 2
De Castro, Jennifer	FC	Direct Instr Support - Tutor for the Entering Scholars Program	01/18/19	06/30/19	TE A 1
Drost, Kayla	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	01/18/19	06/30/19	TE A 2
Edwards, Flor	FC	Direct Instr Support - Tutor for the Graduate Student Mentor Program	01/28/19	05/24/19	TE B 2
Escobar , Vanessa	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	01/18/19	06/30/19	TE A 2
Ferguson, Ian	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	01/18/19	06/30/19	TE A 2
Flores, Guillermo	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	01/18/19	06/30/19	TE A 2
Gallardo, Jessica	CC	Direct Instr Support - Tutor for the English Success Center	01/28/19	06/30/19	TE B 1
Garcia, Batseba	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	01/18/19	06/30/19	TE A 2
Gomez , Victor	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	01/18/19	06/30/19	TE A 2
Gonzalez, Cristal	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	01/18/19	06/30/19	TE A 2
Hernandez , Kristopher	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	01/18/19	06/30/19	TE A 2
Herrera, Alexis	FC	Direct Instr Support - Tutor for Entering Scholars Program	01/18/19	06/30/19	TE A 1
Khant, Aung	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	01/18/19	06/30/19	TE A 2
Kwon, Chris	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	01/18/19	06/30/19	TE A 2
Lacy , James	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	01/18/19	06/30/19	TE A 2
Lam, Marlene	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	01/18/19	06/30/19	TE A 2
Lee, Wing	FC	Direct Instr Support - Tutor for the Graduate Student Mentor Program	01/28/19	05/24/19	TE B 2

Hourly Personnel
December 11, 2018

Liu, Florence	FC	Direct Instr Support - Tutor for the Graduate Student Mentor Program	01/28/19	05/24/19	TE B 2
Magboo, Tim	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	01/18/19	06/30/19	TE A 2
Manzur, Nadia	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	01/18/19	06/30/19	TE A 2
Meucci, Emily	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	01/18/19	06/30/19	TE A 2
Morris, Aubrey	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	01/18/19	06/30/19	TE A 2
Nguyen, Cindy	FC	Direct Instr Support - Tutor for the Entering Scholars Program	01/18/19	06/30/19	TE A 1
Olcken, Bora	FC	Direct Instr Support - Tutor for the Graduate Student Mentor Program	01/28/19	05/24/19	TE B 2
Oliver, Elisabeth	FC	Direct Instr Support - Tutor for the Graduate Student Mentor Program	01/28/19	05/24/19	TE B 2
Panzino, Madison	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	01/18/19	06/30/19	TE A 2
Phonethong, Troy	FC	Direct Instr Support - Tutor for the Entering Scholars Program	01/18/19	06/30/19	TE A 1
Rackleff, Joey	FC	Direct Instr Support - Tutor for the Entering Scholars Program	01/18/19	06/30/19	TE A 1
Ries, Brad (Bradley)	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	01/18/19	06/30/19	TE A 2
Riley, Andrea	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	01/18/19	06/30/19	TE A 2
Rodriguez Martinez, L.	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	01/18/19	06/30/19	TE A 2
Rogness, Jessica	FC	Direct Instr Support - Tutor for the Graduate Student Mentor Program	01/28/19	05/24/19	TE B 2
Ruiz, Vanessa	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	01/18/19	06/30/19	TE A 2
Ruvalcaba, Adrianna	FC	Direct Instr Support - Tutor for the Entering Scholars Program	01/18/19	06/30/19	TE A 1
Salas, Alex	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	01/18/19	06/30/19	TE A 2
Vernon, Alexandra	FC	Direct Instr Support - Tutor for the Graduate Student Mentor Program	01/28/19	05/24/19	TE B 2
Weil, John	FC	Direct Instr Support - Tutor for Entering Scholars Program	01/18/19	06/30/19	TE A 1
Whang, Insung	FC	Direct Instr Support - Tutor for the Graduate Student Mentor Program	01/28/19	05/24/19	TE B 2
Yerumyan, Gregory	FC	Direct Instr Support - Tutor for Entering Scholars Program	01/18/19	06/30/19	TE A 1
Zschaechner, Mark	FC	Direct Instr Support - Tutor for the Entering Scholars Program	01/18/19	06/30/19	TE A 1

Hourly Substitutes

Name	Site	Title and Description of Service	Begin	End	Grade/Step
DeAnda, Elvia	FC	Technical/Paraprof - State-mandated coverage in Child Care Center	01/02/19	03/19/19	TE B 4
Razo, Juan Jose	FC	Service/Maint - Substitute for vacant Groundskeeper I PN FCC995	12/03/18	03/08/19	TE B 3
Washington, Tanya	CC	Clerical/Secretarial - Substitute for Confidential on leave CCN999	12/04/18	12/21/18	TE B 4

Hourly Personnel
December 11, 2018

Full Time Students and Work Study

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Chung, Benjamin	CC	Full-time Student - Assist in Ceramics department	01/28/19	06/30/19	TE A 1

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: December 11, 2018

SUBJECT: Volunteers

Action	<u>X</u>
Resolution	_____
Information	_____
Enclosure(s)	<u>X</u>

BACKGROUND: The District recognizes the value of volunteer services in conjunction with certain programs, projects, and activities and may use the services of volunteers from time to time, when it serves the interests of the District. Volunteers are individuals who freely offer to perform services for the District without promise, expectation, or receipt of any compensation for the services provided.

How does this relate to the five District Strategic Directions? Not applicable.

How does this relate to Board Policy: Not applicable.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the following items be approved as submitted.

Irma Ramos

Recommended by

Approved for Submittal

5.e.1

Item No.

Volunteer Personnel
December 11, 2018

Name	Site	Program	Begin	End
Arzate, Jessica	FC	Internship - Counseling & Development	01/23/2019	05/10/2019
Guzman, Robert	NOCE	DSS - Personal Care Attendant	10/16/2018	06/29/2019
Hernandez, Itza	FC	Internship- Counseling & Development	01/23/2019	05/10/2019
Ortiz, Emily	FC	Center of Careers - Transfer Center	12/03/2018	01/25/2019
Washington, Shree	NOCE	Internship – ESL Department	10/31/208	12/01/2018

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
		Resolution	_____
DATE:	December 11, 2018	Information	X
		Enclosure(s)	X
SUBJECT:	Revised Administrative Procedures		

BACKGROUND: The Administrative Procedures included in this agenda item were reviewed and revised to reflect one or more of the following: content revisions recommended by Chancellor’s Staff; content revisions recommended by Jane Wright, CCLC Consultant, and/or grammar corrections. The District Consultation Council reviewed, discussed, and reached consensus on the noted Administrative Procedures on November 26, 2018. The approved procedures are provided to the Board as information in compliance with Board Policy 2410, Board Policies and Administrative Procedures.

Chapter 2, Board of Trustees

AP 2015, Student Members: This procedure was reviewed as part of the 6-year review cycle, and revised to clarify language in Section 1.0 and to cite corresponding board policies and administrative procedures.

AP 2105, Election of Student Members: This policy was reviewed as part of the 6-year review cycle, and revised to include grammar corrections and to cite the corresponding board policies and administrative procedures.

AP 2110, Vacancies on the Board: This policy was reviewed as part of the 6-year review cycle, and revised to correct the “Reference” section, add clarifying language (to Sections 1.0 and 4.0), and to cite the corresponding board policies.

Chapter 7, Human Resources

AP 7130-1, Payroll: This procedure was revised to add a “Reference” citation; update faculty contract days (in Sections 2.1.1.1.1 and 2.1.1.1.2); change SCE to NOCE in Section 2.1.1.2.2; and a grammar correction in Section 2.2.2.1.

AP 7230-2, Confidential Employees – Holidays: This procedure was revised to add a “Reference” citation; add the Cesar Chavez holiday to Section 1.0; and cite the corresponding board policies and administrative procedures.

AP 7230-6, Confidential Employees – PG&D Program: This procedure was revised to add a “Reference” citation; correct language in Section 2.3.1; update the annual increment limit (in Section 2.3.2); add a new Section 2.3.3 to include language for completion of a Bachelor or Masters degree (and renumber accordingly); add a new Section 3.0 to include language for an earned doctorate (and renumber accordingly).

AP 7240-2, Management Employees – Holidays: This procedure was revised to add a

“Reference” citation; add the Cesar Chavez holiday to Section 1.0; and cite the corresponding board policies and administrative procedures.

AP 7240-6, Management Employees – PG&D Program: This procedure was revised to add a “Reference” citation; update the annual increment limit (in Section 3.3.2); and update the doctorate stipend (in Section 4.1).

How does this relate to the five District Strategic Directions? This item responds to District Strategic Direction #4: The District will implement best practices related to planning, including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and district levels, and the allocation of resources to fund planning priorities.

How does this relate to Board Policy: This item is in accordance with Board Policy 2410, Board Policies and Administrative Procedures.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board receive as information the following revised Administrative Procedures:

- **AP 2015, Student Members**
- **AP 2105, Election of Student Members**
- **AP 2110, Vacancies on the Board**
- **AP 7130-1, Payroll**
- **AP 7230-2, Confidential Employees – Holidays**
- **AP 7230-6, Confidential Employees – PG&D Program**
- **AP 7240-2, Management Employees – Holidays**
- **AP 7240-6, Management Employees – PG&D Program**

The revised Administrative Procedures are available on the District’s website, where they are readily accessible by students, employees, and the general public.

AP 2015 Student Members

Reference:

Education Code Section 72023.5

- 1.0 Student members of the Board of Trustees shall have the following responsibilities:
- 1.1 Attend meetings of the Board of Trustees.
 - 1.2 Study the agenda for each Board meeting in order to be familiar with the items to be discussed and acted upon.
 - 1.3 Gather input and opinions from the students at large and the student government (Associated Students).
 - 1.4 Provide input to the Board of Trustees that reflects the opinions of students at the college they represent.

See Board Policy 2015, Student Members; and Board Policy and Administrative Procedure, Election of Student Members.

Date of Adoption: June 24, 2003

Date of Last Revision: November 26, 2018 District Consultation Council

AP 2105 Election of Student Members

Reference:

Education Code Section 72023.5

- 1.0 The student member shall be elected by a plurality vote of those voting in a regular election of the student body. All members of the student body may vote. The election will be conducted during the spring semester and will be completed in time for the student member to take office on June 1.
- 2.0 The student member may be recalled in an election conducted in the same manner as the election to office, except that all members of the student body shall be permitted to vote in the recall election. An election will be called upon presentation to the Chancellor of a petition signed by at least 20% of the students enrolled at the time of filing the petition. No recall election will be held if the petition is received within 30 days of a regularly scheduled election for student member.
- 3.0 If the seat of a student member becomes vacant by reason of the resignation, recall, or disqualification of an elected student member, or by any other reasons during his or her term, the Board of Trustees may authorize:
 - 3.1 The officers of student body associations, established pursuant to Education Code Section 76060, at each college in the District to appoint a student to serve the remainder of the term in accordance with procedures established by the Board, or;
 - 3.2 A special election be conducted by the appropriate student body association to select a student to serve the remainder of the term. Any such special elections shall be held within thirty (30) days after notice of the vacancy comes to the attention of the Chancellor, unless a regular election of the student member is scheduled within thirty (30) days. If a special election is decided upon, then the following is to be adhered to:
 - 3.2.1 notice communicated to the student body of the result of the recall election, if the vacancy has occurred as the result of a recall election, and arrangements for a special election;
 - 3.2.2 an application period for students to submit an application to become a candidate for the open position that will last for at least five (5) days during which classes are regularly held;
 - 3.2.3 following such application period, a period of time no less than five (5) days upon which classes are regularly held for campaigning, and;
 - 3.2.4 voting for the special election to be concluded within thirty (30) days following the date upon which the position became vacant.

North Orange County Community College District
ADMINISTRATIVE PROCEDURES
Chapter 2
Board of Trustees

AP 2105 Election of Student Members

See Board Policy and Administrative Procedure 2015, Student Members; and Board Policy 2105, Election of Student Member.

Date of Adoption: June 24, 2003

Date of Last Revision: November 26, 2018 District Consultation Council
September 22, 2014 District Consultation Council
May 18, 2012 District Consultation Council

AP 2110 Vacancies on the Board

Reference:

Education Code Section 5090 et seq.;
Government Code Section 1770 and 6061

- 1.0 When the Board determines to fill the vacancy by appointment, the Chancellor shall assure that there is ample publicity to and information for prospective candidates. Publicity shall include posting in three public places in the District and publication in a newspaper of general circulation. Pursuant to Government Code Section 6061, this posting is only required to be published once.
 - 1.1 The posted notice of vacancy shall include directions regarding applications or nominations of legally qualified candidates. Persons applying or nominated must meet the qualifications required by law for members of the Board.
- 2.0 Persons applying for appointment to the Board shall receive a letter from the Chancellor containing information about the District and the Board, and including a candidate information sheet to be completed and returned by a specific date.
- 3.0 The Board shall request personal interviews with candidates, to be conducted in a public hearing scheduled for that purpose.
 - 3.1 Each Board member will review all information submitted by those applying for the appointment. Final selection will be made by a majority vote of the Board members at a public meeting called for that purpose.
- 4.0 Whenever a provisional appointment is made, the Board shall, within 10 days of the provisional appointment, post notices of both the actual vacancy or the filing of a deferred resignation and the provisional appointment in three public places in the District. It shall also publish a notice in a newspaper of general circulation. Pursuant to Government Code Section 6061, this notice is only required to be published once.
 - 4.1 The notice shall state the fact of the vacancy or resignation and the date of the occurrence of the vacancy or the date of the filing of, and the effective date of, the resignation. It shall also contain the full name of the provisional appointee to the board, the date of appointment, and a statement that unless a petition calling for a special election, containing a sufficient number of signatures, is filed in the office of the county superintendent of schools within 30 days of the date of the provisional appointment, it shall become an effective appointment.
 - 4.2 A provisional appointment confers all powers and duties of a governing board member upon the appointee immediately following his or her appointment.
- 5.0 A person appointed to fill a vacancy shall hold office only until the next regularly scheduled election for governing board members. An election shall be held to fill the vacancy for the remainder of the unexpired term. A person elected at an election to fill the vacancy shall hold office for the remainder of the term in which the vacancy occurs or will occur.

North Orange County Community College District
ADMINISTRATIVE PROCEDURES
Chapter 2
Board of Trustees

AP 2110 Vacancies on the Board

See Board Policy 2010, Board Membership; Board Policy 2110, Vacancies on the Board; and Board Policy 2750, Board Member Absence from the State.

Date of Adoption: June 24, 2003

Date of Last Revision: November 26, 2018 District Consultation Council

AP 7130-1 Payroll

Reference:

Education Code Section 70902

1.0 **Payment for Services:** The rate of pay for each employee of the District shall be in accordance with the rate established for the position on the appropriate salary schedule, as approved by the Board of Trustees, unless the employee's compensation is otherwise fixed by the Board.

2.0 **Payment Schedule:** Payment to employees shall be in accordance with the schedule and procedures for school payrolls established by the Orange County Department of Education. This schedule, subject to change, provides for payments as follows:

2.1 Academic Payroll

2.1.1 Employees who are paid for their services on the academic payroll will be paid monthly on the last working day of each calendar month, except December. Payment for December will be made on the first working day of January. If a scheduled pay day falls on a Saturday, Sunday, or holiday, payment will be made on the preceding working day. Generally, the following categories of employees are paid in accordance with this schedule:

2.1.1.1 Regular (Tenured) and Contract (Probationary) Faculty

2.1.1.1.1 Regular and contract faculty with 177-day contracts will receive ten (10) equal payments for their services during the regular academic year.

2.1.1.1.2 Regular and probationary faculty with 195-day contracts will receive ten (10) equal payments for their services during the regular academic year. If the employee works at least one duty day of the regular contract assignment during July at the end of the academic year, the employee may elect to receive eleven (11) equal payments. If the employee works at least one duty day of the regular contract assignment during both July at the beginning of the academic year, and at least one duty day of the regular contract assignment at the end of the academic year, the employee may elect to receive twelve (12) equal payments.

2.1.1.2 Temporary (Adjunct) Faculty

2.1.1.2.1 Credit instructors teaching full-term classes will receive four (4) equal payments during the semester. The first payment for the fall semester will

AP 7130-1 Payroll

be made on the last working day of September; the first payment for the spring semester will be made on the last working day of February. Instructors teaching short-term and late-start classes will receive equal payments based on the number of pay periods during which the employment occurs as determined by the District Payroll Office. Instructors teaching during intersessions are paid in accordance with the schedule established by the District Payroll Office.

2.1.1.2.2 Noncredit instructors (NOCE) are paid monthly on the last working day of each month for hours worked in the previous month.

2.1.1.3 Academic Management Employees

2.1.1.3.1 Academic management employees who are employed twelve (12) months per fiscal year will receive twelve (12) equal payments for their services during the fiscal year.

2.1.1.3.2 Academic management employees who are employed fewer than twelve (12) months per fiscal year will receive eleven (11) equal payments for their services during the fiscal year, unless the employee requests twelve (12) equal payments. The employee must work at least one duty day of the regular assignment during July in order to receive twelve (12) payments.

2.2 Classified Payroll

2.2.1 Salaried employees who are paid for their services on the classified payroll will be paid twice each month on the 10th and 25th of each month. In order to receive a payment on the 25th of the month, the employee must have worked during the first ten days of the month. If a scheduled pay day falls on a Saturday, Sunday, or holiday, payment will be made on the preceding working day. Generally, the following categories of employees are paid in accordance with this schedule:

2.2.1.1 Classified (bargaining unit) employees.

2.2.1.2 Confidential employees.

2.2.1.3 Classified management employees.

2.2.1.4 Temporary Special Project Administrators.

AP 7130-1 Payroll

2.2.2 Hourly employees who are paid for their services on the classified payroll will be paid monthly on the 10th of each month. If a scheduled pay day falls on a Saturday, Sunday, or holiday, payment will be made on the preceding working day. Generally, the following categories of employees are paid in accordance with this schedule:

2.2.2.1 Short-term employees, substitute employees, and student employees who are employed pursuant to the provisions of Education Code Section 88003.

2.2.2.2 Professional Experts.

3.0 Time Cards

3.1 Daily time reporting is required for all employees who are paid on an hourly basis. The time reported must be for the actual hours worked as of the payroll deadline for the reporting period. Projection of hours is not permitted.

3.2 Time cards must be signed and dated by the employee and the management supervisor after the employee has completed the work for which time is reported. Any subsequent corrections must be initialed and dated by the employee and the management supervisor. It is the responsibility of the management supervisor to ensure that the time reported by the employee is accurate and that the work has been performed. Where time reporting data is submitted or approved electronically, the submission or approval by an employee, supervisor, or responsible designee constitutes acknowledgment as to the accuracy of the data.

3.3 Special Program time cards must be used for all positions that are directly charged to federal, state, and locally-funded programs and for the employment of Professional Experts. Time cards must reflect an after the fact distribution of the actual activity of the employee charged to the program. Budget estimates or other distribution percentages determined before services are performed are not permitted.

4.0 **Payroll Errors:** Any payroll error resulting in insufficient payment for an employee shall be corrected, and a supplemental check issued within a reasonable time after the employee provides notice to the District Payroll Office. If an overpayment occurs, the Payroll Office will notify the employee. Normally, salary deductions for overpayment will commence with the next month's paycheck and the overpayment will be deducted in the same number of paychecks in which the overpayment occurred, except that when the period of overpayment exceeds one year, then the period over which deductions are made shall not exceed a period of one year.

Date of Adoption: December 10, 2007 Chancellor's Cabinet

Date of Last Revision: November 26, 2018 District Consultation Council

AP 7230-2 Confidential Employees – Holidays

Reference:

Education Code Sections 79020 and 79021

- 1.0 **Holiday Calendar:** Confidential employees will be paid for the holidays listed below, provided they were in paid status during any portion of the working day immediately preceding or succeeding the holiday.

- New Year's Day
- Cesar Chavez Day
- Martin Luther King Day
- Lincoln's Birthday
- President's Day
- Spring Holiday
- Memorial Day
- Independence Day
- Labor Day
- Veterans' Day
- Thanksgiving Day
- Friday after Thanksgiving
- Day Preceding Christmas Day
- Christmas Day
- Three Days between Christmas Day and New Year's Eve
- Day Preceding New Year's Day

- 2.0 **Holidays on Saturday and Sunday:** When a holiday falls on a Saturday, the preceding workday not a holiday shall be deemed to be that holiday. When a holiday falls on Sunday, the following workday not a holiday shall be deemed to be that holiday. The operation of this section shall not cause any confidential employee to lose any of the designated holidays.

- 3.0 Confidential employees who are not normally assigned to duty during the college winter and spring recesses shall be paid for those holidays provided that they were in a paid status during any portion of the working day of their normal assignment immediately preceding or succeeding the holiday period.

4.1 **Holiday Pay Computation:**

4.2 Holidays for confidential employees who are employed full-time (100%) shall be compensated on the basis of an eight (8) hour workday at the employee's rate of pay in effect at the time of the holiday.

4.3 Holiday compensation for confidential employees who are employed less than full-time shall be prorated by the percentage of employment.

See Board Policy and Administrative Procedure 4010, Academic Calendar

AP 7230-2 Confidential Employees – Holidays

Date of Adoption: March 25, 2008

Date of Last Revision: November 26, 2018 District Consultation Council

AP 7230-6 Confidential Employees – Professional Growth and Development Program

Reference:

Education Code Sections 87150 et seq.;
ACCJC Accreditation Standard III.A.14

- 1.0 The District has established a program of professional growth incentives for confidential employees to encourage them to strengthen their roles as productive members of the District and the community.
- 2.0 **Professional Growth Increment**
 - 2.1 An increment for professional growth shall be earned upon verification of completion of nine (9) semester units of approved course work or equivalent unit work. Six (6) of the nine (9) units must be from course work or equivalent unit work specifically related to the confidential employee's work assignment. A maximum of three (3) units may be granted for elective course work or equivalent unit work considered cultural enrichment.
 - 2.1.2 For each professional growth increment, the confidential employee shall be paid a stipend in the amount of \$400 per fiscal year. The stipend shall be divided by the number of months employed and distributed on a monthly basis.
 - 2.1.3 The increment shall be prorated by percent of employment.
 - 2.2 Allowable Credit
 - 2.2.1 Course work must be taken at an accredited community college, college, or university listed in the directory of Accredited Institutions of Postsecondary Education, published for the Council of Postsecondary Accreditation by the American Council on Education. Course work must be completed with a minimum grade of "C"; if letter grades are not given, documented evidence of satisfactory completion acceptable to the District is required.
 - 2.2.2 One (1) equivalent unit of credit may be granted for an accumulated total of eighteen (18) hours of verified attendance and satisfactory completion in an approved adult education or professional development program.
 - 2.2.3 All credit will be equated in semester hours. Quarter hours will be translated into semester hours.
 - 2.2.4 Course work applied to the professional growth increment must be earned during the course of employment with the District as a confidential employee.

AP 7230-6 Confidential Employees – Professional Growth and Development Program

2.3 Limitations

- 2.3.1 The total number of increments that can be earned and accumulated is five (5), except as provided in Section 2.3.3.
- 2.3.2 A maximum of two (2) additional increments may be approved for payment in any one fiscal year.
- 2.3.3 Effective July 1, 2018, a sixth increment shall be awarded for completion of a Bachelor or Master degree earned.
- 2.3.4 Credit toward the professional growth increment will not be allowed for the following:
 - 2.3.4.1 Activities for which the confidential employee has not obtained prior approval.
 - 2.3.4.2 Activities that are attended during the confidential employee's regular work schedule.
 - 2.3.4.3 Activities that are part of the confidential employee's responsibilities and are scheduled outside of the regular work schedule.
 - 2.3.4.4 Attendance at District-sponsored, in-service training programs conducted during the regular work schedule.
 - 2.3.4.5 Activities that are paid by the District or for which the confidential employee is reimbursed by the District.
 - 2.3.4.6 Units earned through "credit by examination."

3.0 **Earned Doctorate:**

- 3.1 Upon verification of the award of an earned doctorate or LLB/JD degree, a confidential employee shall be eligible to receive a stipend in the amount of \$3,500 per fiscal year.
 - 3.1.1 The stipend shall be prorated by percent of employment.
 - 3.1.2 The stipend will be paid in lieu of any professional growth increments for which the confidential employee may be eligible.
- 3.2 The degree must be awarded by an accredited institution listed in the directory of Accredited Institutions of Postsecondary Education, published for the Council of Postsecondary Accreditation by the American Council on Education. The LLB/JD

AP 7230-6 Confidential Employees – Professional Growth and Development Program

degree must have been received on the basis of a four (4) year baccalaureate degree from an accredited institution, as provided above, and three (3) years of graduate law school.

- 3.3 The doctoral stipend will become effective at the start of the fiscal year immediately following the fiscal year in which the degree is awarded. The stipend will not be implemented during the fiscal year.

4.0 Application Procedure

- 4.1 Prior to enrollment in a course or program, the confidential employee must submit a Request for Course Approval form to the Vice Chancellor of Human Resources or designee, who shall evaluate the request and inform the employee whether the proposed activity is acceptable. Approval of a request guarantees that upon satisfactory completion, the proposed activity will apply toward the professional growth increment.
- 4.2 It is the responsibility of the confidential employee to apply for professional growth and development credit and to verify completion of work by submitting an official transcript or other documented evidence of satisfactory completion acceptable to the District.
- 4.3 Application for professional growth and development credit and verification of completion of units and degrees must be submitted to the Vice Chancellor of Human Resources or designee not later than June 30 for the stipend to become effective for the following fiscal year.
- 4.4 Stipends will become effective at the start of the next fiscal year. Stipends will not be implemented during the fiscal year.

Date of Adoption: March 25, 2008

Date of Last Revision: November 26, 2018 District Consultation Council

AP 7240-2 Management Employees – Holidays

Reference:

Education Code Sections 79020 and 79021

1.0 **Holiday Calendar:** Management employees will be provided the following holidays:

- New Year's Day
- Cesar Chavez Day
- Martin Luther King Day
- Lincoln's Birthday
- President's Day
- Spring Holiday
- Memorial Day
- Independence Day
- Labor Day
- Veterans' Day
- Thanksgiving Day
- Friday after Thanksgiving
- Day Preceding Christmas Day
- Christmas Day
- Three Days between Christmas Day and New Year's Eve
- Day Preceding New Year's Day

2.0 **Holidays on Saturday and Sunday:** When a holiday falls on a Saturday, the preceding workday not a holiday shall be deemed to be that holiday. When a holiday falls on Sunday, the following workday not a holiday shall be deemed to be that holiday. The operation of this section shall not cause any management employee to lose any of the designated holidays.

3.1 **Holiday Pay Status**

3.2 Holidays are not included in the number of contractual duty days for academic management employees; therefore, academic management employees are not in paid status for holidays.

3.3 Classified management employees will be in paid status for holidays provided they were in a paid status during any portion of the working day of their normal assignment immediately preceding or succeeding the holiday. Classified management employees who are not normally assigned to duty during the college Winter and Spring recesses shall be paid for those holidays provided that they were in a paid status during any portion of the working day of their normal assignment immediately preceding or succeeding the holiday period.

See Board Policy and Administrative Procedure 4010, Academic Calendar

Date of Adoption: May 27, 2008

Date of Last Revision: November 26, 2018 District Consultation Council

AP 7240-6 Management Employees – Professional Growth and Development Program

Reference:

Education Code Sections 87150 et seq.;
ACCJC Accreditation Standard III.A.14

- 1.0 The District has established a program of professional growth incentives for management employees to encourage them to strengthen their roles as productive members of the District and the community.
- 2.0 **Eligibility:** Regular (nontemporary) management employees are eligible to participate in the professional growth and development program. Executive Officers and temporary management employees are not eligible to participate in the program.
- 3.0 **Professional Growth Increment:**
 - 3.1 Management employees who do not qualify for the earned doctoral stipend as provided in section 4.0, below, may earn up to five (5) professional growth increments.
 - 3.1.1 An increment for professional growth shall be earned upon verification of completion of nine (9) semester units of approved course work or equivalent unit work. Six (6) of the nine (9) units must be from course work or equivalent unit work specifically related to the management employee's work assignment. A maximum of three (3) units may be granted for elective course work or equivalent unit work considered cultural enrichment.
 - 3.1.2 For each professional growth increment, the employee shall be paid a stipend in the amount of \$400 per fiscal year, prorated by percent of employment.
 - 3.2 Allowable Credit
 - 3.2.1 Course work must be taken at an accredited community college, college, or university listed in the directory of Accredited Institutions of Postsecondary Education, published for the Council of Postsecondary Accreditation by the American Council on Education. Course work must be completed with a minimum grade of "C"; if letter grades are not given, documented evidence of satisfactory completion acceptable to the District is required.
 - 3.2.2 One (1) equivalent unit of credit may be granted for an accumulated total of eighteen (18) hours of verified attendance and satisfactory completion in an approved adult education or professional development program.
 - 3.2.3 All credit will be equated in semester hours. Quarter hours will be translated into semester hours.

AP 7240-6 Management Employees – Professional Growth and Development Program

3.2.4 Course work applied to the professional growth increment must be earned during the course of employment with the District as a management employee.

3.3 Limitations

3.3.1 The total number of increments that can be earned and accumulated is five (5).

3.3.2 A maximum of two (2) increments may be approved for payment in any one fiscal year.

3.3.3 Credit toward the professional growth increment will not be allowed for the following:

3.3.3.1 Activities for which the management employee has not obtained prior approval.

3.3.3.2 Activities that are attended during the management employee's regular work schedule.

3.3.3.3 Activities that are part of the management employee's responsibilities and are scheduled outside of the regular work schedule.

3.3.3.4 Attendance at District-sponsored, in-service training programs conducted during the regular work schedule.

3.3.3.5 Activities that are paid by the District or for which the management employee is reimbursed by the District.

3.3.3.6 Units earned through "credit by examination."

3.4 Application Procedure

3.4.1 Prior to enrollment in a course or program, the management employee must submit a *Request for Course Approval* form to the College President/Provost or designee, who shall evaluate the request and inform the employee whether the proposed activity is acceptable. Approval of a request guarantees that upon satisfactory completion, the proposed activity will apply toward the professional growth increment.

3.4.2 It is the responsibility of the management employee to apply for professional growth and development credit and to verify completion of work by submitting an official transcript or other documented evidence of satisfactory completion acceptable to the District.

AP 7240-6 Management Employees – Professional Growth and Development Program

3.4.3 Application for professional growth and development credit and verification of completion of units and degrees must be submitted to the Vice Chancellor of Human Resources or designee not later than June 30 for the stipend to become effective for the following fiscal year.

3.4.4 The stipend for a professional growth increment will become effective at the start of the fiscal year immediately following the fiscal year in which the requirement for the award of the stipend are completed. The stipends will not be implemented during the fiscal year.

4.0 Earned Doctorate:

4.1 Upon verification of the award of an earned doctorate or LLB/JD degree, a management employee shall be eligible to receive a stipend in the amount of \$3,500 per fiscal year.

4.1.1 The stipend shall be prorated by percent of employment.

4.1.2 The stipend will be paid in lieu of any professional growth increments for which the employee may be eligible.

4.2 The degree must be awarded by an accredited institution listed in the directory of Accredited Institutions of Postsecondary Education, published for the Council of Postsecondary Accreditation by the American Council on Education. The LLB/JD degree must have been received on the basis of a four (4) year baccalaureate degree from an accredited institution, as provided above, and three (3) years of graduate law school.

4.3 The doctoral stipend will become effective at the start of the fiscal year immediately following the fiscal year in which the degree is awarded. The stipend will not be implemented during the fiscal year.

Date of Adoption: May 27, 2008

Date of Last Revision: November 26, 2018 District Consultation Council

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
		Resolution	_____
DATE:	December 11, 2018	Information	X
		Enclosure(s)	X
SUBJECT:	Revised Board Policies		

BACKGROUND: The Board Policies included in this agenda item were reviewed and revised to reflect one or more of the following: content revisions recommended by Chancellor's Staff; content revisions recommended by Jane Wright, CCLC Consultant, and/or grammar corrections.

The District Consultation Council reviewed, discussed, and reached consensus on the following revised Board Policies on November 26, 2018:

Chapter 1, The District

BP 1000, The North Orange County Community College District: This policy was reviewed as part of the 6-year review cycle; no changes were made.

BP 1001, District Mission, Vision, & Values Statements: This policy was reviewed as part of the 6-year review cycle, and was revised to list "career and technical education."

BP 1002, Philosophy: This policy was reviewed as part of the 6-year review cycle, and was revised to list the title of AP 2510.

Chapter 2, Board of Trustees

BP 2010, Board Membership: This policy was reviewed as part of the 6-year review cycle, and revised to update Section 1.0 to list where the trustees' areas can be found and to cite corresponding board policies.

BP 2015, Student Members: This policy was reviewed as part of the 6-year review cycle, and revised to clarify language in Section 1.0 and to cite corresponding board policies and administrative procedures.

BP 2100, Board Elections: This policy was reviewed as part of the 6-year review cycle, and revised to include grammar corrections and updating Section 1.3 due to a broken website link.

BP 2105, Election of Student Members: This policy was reviewed as part of the 6-year review cycle, and revised to include grammar corrections and to cite corresponding board policies and administrative procedures.

BP 2110, Vacancies on the Board: This policy was reviewed as part of the 6-year review cycle, and revised to include a new "Reference" citation, clarifying language (to Sections 1.0 and 4.0), and to cite the corresponding board policies and administrative procedures.

BP 2210, Officers: This policy was reviewed as part of the 6-year review cycle, and revised to include clarifying language (to Sections 1.1.7, 1.4, and 1.5), and to cite corresponding board policies.

BP 2220, Committees of the Board: This policy was reviewed as part of the 6-year review cycle, and revised to include minor grammar corrections.

BP 2410, Board Policies and Administrative Procedures: This policy was reviewed as part of the 6-year review cycle, and revised to add clarifying language to Section 5.0 and list the title of AP 2510.

BP 2745, Board Self-Evaluation: This policy was reviewed as part of the 6-year review cycle, and revised to reflect an annual evaluation process in Section 2.0 and to cite the corresponding administrative procedure.

Chapter 3, General Institution

BP 3540, Sexual Assaults and Other Sexual Misconduct: This policy was revised to reflect changes to the "Reference" section, clarifying language to Sections 1.0 and 3.0, and to cite the corresponding board policies and administrative procedures.

How does this relate to the five District Strategic Directions? This item responds to District Strategic Direction #4: The District will implement best practices related to planning, including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and district levels, and the allocation of resources to fund planning priorities.

How does this relate to Board Policy: This item is in accordance with Board Policy 2410, Board Policies and Administrative Procedures.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board receive the following proposed, revised Board Policies, and direct that they be placed on the January 22, 2019 Board meeting agenda for action:

- **BP1000, The North Orange County Community College District**
- **BP1001, District Mission, Vision, & Values Statement**
- **BP 1002, Philosophy**
- **BP 2010, Board Membership**
- **BP 2015, Student Members**
- **BP 2100, Board Elections**
- **BP 2105, Election of Student Members**
- **BP 2110, Vacancies on the Board**
- **BP 2210, Officers**

- **BP 2220, Committees of the Board**
- **BP 2410, Board Policies and Administrative Procedures**
- **BP 2745, Board Self-Evaluation**
- **BP 3540, Sexual Assaults and Other Sexual Misconduct**

Once adopted by the Board of Trustees, the revised policies will be placed on the District's website, where they will be readily accessible by students, employees, and the general public.

Cheryl Marshall

Recommended by

Approved for Submittal

6.b.3

Item No.

BP 1000 The North Orange County Community College District

Reference:

Education Code Section 72000(b)

1.0 The District has been named the North Orange County Community College District.

1.1 The name is the property of the District. No person shall, without the permission of the Board, use this name or the name(s) of any college(s), North Orange Continuing Education, or other facilities of the District, or any abbreviation of them, to imply, indicate, or otherwise suggest that an organization, product, or service is connected or affiliated with, or is endorsed, favored, supported, or opposed by, the District.

2.0 The District consists of the following college(s) and/or education center(s):

2.1 Anaheim Campus

2.2 Cypress College

2.3 Fullerton College

2.4 North Orange Continuing Education

2.4.1 Anaheim Campus

2.4.2 Cypress College Continuing Education Center

2.4.3 Wilshire Continuing Education Center

Date of Adoption: June 12, 2001

Date of Last Revision: November 28, 2017
September 14, 2016 Chancellor's Staff
October 12, 2010
June 1, 2004
March 1, 2003
August 22, 2006

BP 1001 District Mission, Vision, & Values Statements

Reference:

ACCJC Accreditation Standard I.A
WASC/ACS Criterion 1, Indicator 1.1

1.0 Mission:

1.1 The mission of the North Orange County Community College District is to serve and enrich our diverse communities by providing a comprehensive program of educational opportunities that are accessible, relevant, and academically excellent. We are unequivocally committed to student success and lifelong learning.

1.2 Cypress College and Fullerton College will offer associate degrees, a baccalaureate degree, [career and technical education \(vocational\)](#) certificates, and transfer education, as well as developmental instruction and a broad array of specialized training. North Orange Continuing Education will offer non-college credit programs including high school diploma completion, basic skills, [career and technical education \(vocational\)](#) certificates, and self-development courses. Specific activities in both the Colleges and North Orange Continuing Education will be directed toward economic development within the community.

1.3 The mission is evaluated and revised every three years.

2.0 **Vision:** Our diverse learners will be prepared to shape their future and become engaged in our democracy.

3.0 Values – Shared Beliefs:

3.1 Service: We contribute to a vital and prosperous community through our educational and training services. We promote engaged and ethical participation in global, civil society.

3.2 High Standards: We uphold high standards in academics and promote joy in teaching, learning, and work.

3.3 Adaptability: We respond to the changing needs of our communities in a global environment through continuous improvement and creative innovation.

3.4 Professionalism: We hold high standards for our faculty and staff and create an environment in which staff development and other continuing education are valued and promoted.

3.5 Stewardship: We uphold the responsibility for public trust of our mission and resources.

3.6 Respect: We cultivate an atmosphere of courtesy, civility, and collegiality with all students and employees in the District by promoting a willingness to collaborate and a responsibility for all to be engaged and collegial partners in carrying out the

BP 1001 District Mission, Vision, & Values Statements

District's mission.

- 3.7 Inclusiveness: We welcome and respect the diverse backgrounds and beliefs of our students, faculty, and staff, and the many communities we serve.

Date of Adoption: June 12, 2001

Date of Last Revision: November 28, 2017
October 25, 2016
April 14, 2015
November 26, 2014 Chancellor's Staff
November 22, 2011
August 22, 2006

BP 1002 Philosophy

- 1.0 The faculty, staff, administration, and Board of Trustees will strive to fulfill the mission adopted by the State of California for community colleges, effectively manage the resources provided by the taxpayers, and build mutually-beneficial partnerships with the community, business and industry, and elected officials at the local, state, and national level.
- 2.0 The District is committed to a broad range of educational opportunities, along with support services that will enable students to attain their academic and personal goals. The Board of Trustees, faculty, staff, and administrators have the responsibility to provide and support educational offerings of the highest quality and value to students and to the community.
 - 2.1 The District will ensure that curriculum is current and relevant, and employ well-qualified faculty and staff.
 - 2.2 Achieving, respecting and embracing diversity within the student body, faculty, and staff will be of primary importance.
 - 2.3 Consistent with state legislation, the District will apply the principles of shared governance, which is a decision-making process that is based on a fundamental belief in the value of all opinions, as well as on an agreement to thoughtfully consider the point of view of all affected constituencies.
 - 2.4 The Board acknowledges the role of faculty, staff, and students in the shared governance process, as specified under Title 5. An agreement between the Board and the Academic/Faculty Senates appears in Administrative Procedure 2510, [Participation in Local Decision-making](#).
 - 2.5 Resources and programs will be provided to support staff and professional development through special learning opportunities, sabbatical leaves, conferences and workshops.

Date of Adoption: June 12, 2001

BP 2010 Board Membership

Reference:

**Education Code Section 72023, 72103, and 72104;
ACCJC Accreditation Standard IV.C.6
WASC/ACS Criterion 2, Indicator 2.1**

- 1.0 The Board shall consist of seven members elected by the qualified voters of the District. Beginning with the District's November 2012 election, and for all elections thereafter, each trustee will be registered to vote, and shall reside throughout his or her term, in one of seven specified trustee areas, and shall be elected by the voters residing in that area only. [The trustee areas are defined in BP 2100, Board Elections.](#) If a change in election methodology occurs prior to any subsequent election, any affected incumbent trustee shall serve out his or her term of office.
- 2.0 Any person who meets the criteria contained in law is eligible to be elected or appointed a member of the Board.
- 3.0 An employee of the District may not be sworn into office as an elected or appointed member of the Board unless he or she resigns as an employee.
- 4.0 No member of the Board shall, during the term for which he or she is elected, hold an incompatible office.
- 5.0 No member of the Governing Board shall, during the term for which he or she was elected, be eligible to serve on the governing board of a high school district whose boundaries are coterminous with those of the community college district.

[See Board Policy 2015, Student Members; Board Policy 2100 Board Elections; and Board Policy 2105, Election of Student Members.](#)

Date of Adoption: June 24, 2003

Date of Last Revision: October 25, 2016
April 22, 2015 Chancellor's Staff
September 25, 2012

North Orange County Community College District
BOARD POLICY
Chapter 2
Board of Trustees

BP 2015 Student Members

Reference:

Education Code Section 72023.5

- 1.0 The Board shall include two student members to represent the students at large. The term of office shall be one year, commencing June 1. Student members are authorized to cast advisory votes only, which shall not be included in determining the vote required to carry any measure before the Board, but shall be recorded in the official minutes of the Board meeting. Advisory votes may not be cast on motions related to personnel and labor relations. Student members are expected to gather input and opinions from the students at large, as well as the Associated Students, on any relevant agenda items and provide such input to the Board of Trustees.

- 2.0 To be eligible for election as a student trustee, students shall be enrolled in and maintain a minimum of five (5) semester units in the District at the time of nomination and throughout the term of service. ~~must be residents of California at the time of nomination and during the term of service; must have completed 12 units at the college they seek to represent; shall be enrolled in and must maintain enrollment in a minimum of five (5) units at the college they represent at the time of nomination and throughout the term of service,~~ and The student members must maintain a minimum of a cumulative 2.0 grade point average. If, on the first day of each semester, or during the term of service, a student member fails to meet the criteria of this policy, the student member shall be disqualified for service on the Board. The student member is not required to give up employment with the District.
 - 2.1 These requirements apply to the spring and fall semesters only.

- 3.0 Student members shall be seated with the Board and shall be recognized as full members of the Board at meetings. Student members may not attend closed session. Student members are entitled to participate in discussion of issues and receive all materials presented to members of the Board (except for closed session). Student members shall be entitled to any mileage allowance necessary to attend board meetings to the same extent as publicly elected trustees.
 - 3.1 Student members may make or second open session motions, except motions underlying personnel and labor relations. Student members are encouraged to participate in the discussion of issues and agenda items in open session.

- 4.0 Student members who attend all Board meetings that they are legally allowed to attend shall receive 50 percent of the compensation afforded to other individual members of the Board of Trustees, pursuant to Education Code Section 72425. Any Board meetings missed by a student member shall result in a pro rata reduction in compensation for that month, except under the following condition: A student member may be paid for the first two meetings from which he/she is absent in a calendar year if the Board, by resolution adopted and included in its minutes, finds at the time of the meeting that the student member was ill, on jury duty, performing services outside the meeting for the District, or the absence is due to a hardship deemed acceptable by the Board.

North Orange County Community College District
BOARD POLICY
Chapter 2
Board of Trustees

BP 2015 Student Members

- 5.0 The Board encourages participation of its student members in trustee-related conferences and activities and may approve reasonable expenses that fall within the guidelines of Board policies.
- 6.0 On or before May 15 of each year, the Board shall consider whether to afford the student member any of the privileges noted in this policy by reviewing it for re-adoption.

See Administrative Procedure 2015, [Student Members; and Board Policy and Administrative Procedures 2105, Election of Student Members.](#)

Date of Adoption: May 9, 2017
April 12, 2016
April 14, 2015
April 8, 2014
April 23, 2013
April 26, 2011
April 27, 2010
May 13, 2008
May 8, 2007
April 11, 2006
June 24, 2003

Date of Last Revision: May 8, 2012
January 27, 2009
June 14, 2005
April 13, 2004

NOTE: *The District must abide by the language in Education Code Section 72023.5 which **does not require the Student Trustee to be a resident of California.** In addition, there is a California Community Colleges Chancellor's Office legal opinion dated May 23, 2001 that indicates **Districts cannot impose more restrictions than those found in Education Code Section 72023.5.***

BP 2100 Board Elections

Reference:

Education Code Sections 5000 et seq. and 72036

1.0 The term of office of each trustee shall be four years, commencing on the first Friday in December following his/~~or~~ her election, pursuant to Education Code ~~S~~ection 5017. Elections shall be held every two years, in even numbered years. Terms of trustees are staggered so that, as nearly as practical, one half of the trustees shall be elected at each trustee election. Any member of the Board whose term has expired shall continue to discharge the duties of the office until his/~~or~~ her successor has qualified. The term of a successor shall begin upon the expiration of the term of his/~~or~~ her predecessor.

1.1 Beginning with the District's November 2012 election, and for all elections thereafter, each trustee will be registered to vote, and shall reside throughout his/~~or~~ her term, in one of seven specified trustee areas, and shall be elected by the voters residing in that area only. If a change in election methodology occurs prior to any subsequent election, any affected incumbent trustee shall serve out his/~~or~~ her term of office.

1.2 Until subsequently adjusted pursuant to Education Code Section 5019.5, the trustee areas are:

Trustee Area 1: Starting at the intersection of Buena Way and Orange Avenue, the boundary line travels:

- East along Orange Avenue to Holder Street;
- Then south on Holder Street to Ball Road;
- Then east along Ball Road to Beach Boulevard;
- Then south along Beach Boulevard to Cerritos Avenue;
- Then east along Cerritos Avenue to Euclid Street;
- Then south on Euclid Street following City of Garden Grove/City of Anaheim boundary line to the intersection of Euclid Street and Chapman Avenue; and
- Then west and north along the boundary line of the North Orange County Community College District to the point of origin.

Trustee Area 2: Starting at the intersection of Orangethorpe Avenue and Magnolia Avenue, the boundary line travels:

- East along Orangethorpe Avenue to Euclid Street;
- Then south on Euclid Street to Lincoln Avenue
- Then east on Lincoln Avenue to Interstate 5;
- Then southeast on Interstate 5 until Harbor Boulevard;
- Then south on Harbor Boulevard to the boundary line of North Orange County Community College District;
- Then west along that boundary line to Euclid Street;
- Then north on Euclid Street and follows the City of Garden Grove/City of Anaheim boundary line until it rejoins Euclid Street;
- Then north along Euclid Street to Cerritos Avenue;

BP 2100 Board Elections

- Then west on Cerritos Avenue to Beach Boulevard;
- Then north on Beach Boulevard to La Palma Avenue;
- Then east on La Palma Avenue to Magnolia Avenue; and
- Then north on Magnolia Avenue to the point of origin.

Trustee Area 3: Starting at the intersection of Buena Way and Orange Avenue, the boundary line travels:

- East along Orange Avenue to Holder Street;
- Then south on Holder Street to Ball Road;
- Then east along Ball Road to Beach Boulevard;
- Then north along Beach Boulevard to La Palma Avenue;
- Then east on La Palma Avenue to Magnolia Avenue;
- Then north on Magnolia Avenue to Orangethorpe Avenue;
- Then west on Orangethorpe Avenue to Dale Street;
- Then north on Dale Street to Commonwealth Avenue;
- Then follows the City of Buena Park/City of Fullerton boundary line to its intersection with Rosecrans Avenue;
- Then travels west on Rosecrans Avenue to the boundary line of the North Orange County Community College District; and
- Then travels southwest along the District boundary to the point of origin.

Trustee Area 4: Starting at the intersection of Orangethorpe Avenue and Dale Street, the boundary line travels:

- East along Orangethorpe Avenue to Harbor Boulevard;
- Then north on Harbor Boulevard to La Serna;
- Then west on La Serna and the Orange County/Los Angeles County line to the boundary line of the North Orange County Community College District;
- Then south along the District boundary to the point of intersection with the City of Buena Park/City of Fullerton line;
- Then following that municipal line east, south, west, and south to the intersection point with Dale Street and Commonwealth Avenue; and
- Then south on Dale Street to the point of origin.

Trustee Area 5: Starting at the intersection of La Palma Avenue and Euclid Street, the boundary line travels:

- South on Euclid Street to Lincoln Avenue;
- Then east on Lincoln Avenue to Interstate 5;
- Then southeast on Interstate 5 until Harbor Boulevard;
- Then south on Harbor Boulevard to the boundary line of North Orange County Community College District;
- Then east and northeast along that boundary line to Lakeview Avenue;
- Then north on Lakeview Avenue to Buena Vista Avenue;
- Then west on Buena Vista Avenue to Van Buren Street;
- Then south on Van Buren Street to Orangethorpe Avenue;
- Then west on Orangethorpe Avenue to State College Boulevard;
- Then south on State College Boulevard to La Palma Avenue; and

North Orange County Community College District
BOARD POLICY
Chapter 2
Board of Trustees

BP 2100 Board Elections

- Then west on La Palma Avenue to the point of origin.

Trustee Area 6: Starting at the intersection of La Palma Avenue and Euclid Street, the boundary line travels:

- East on La Palma Avenue to State College Boulevard;
- Then north on State College Boulevard to Orangethorpe Avenue;
- Then east on Orangethorpe Avenue to Van Buren Street;
- Then north on Van Buren Street to Yorba Linda Boulevard;
- Then west on Yorba Linda Boulevard to Kraemer Boulevard;
- Then north on Kraemer Boulevard to Imperial Highway;
- Then west on Imperial Highway to Harbor Boulevard;
- Then south on Harbor Boulevard to Orangethorpe Avenue;
- Then west on Orangethorpe Avenue to Euclid Street; and
- Then south on Euclid Street to the point of origin.

Trustee Area 7: Starting at the intersection of Harbor Boulevard and Imperial Highway, the boundary line travels:

- East on Imperial Highway to Kraemer Boulevard;
- Then south on Kraemer Boulevard to Yorba Linda Boulevard;
- Then east on Yorba Linda Boulevard to Van Buren Street;
- Then south on Van Buren Street to Buena Vista Avenue;
- Then east on Buena Vista Avenue to Lakeview Avenue;
- Then south on Lakeview Avenue to the boundary line of the North Orange County Community College District;
- Then follows the District boundary east to the Orange County/Riverside County line and then follows the District boundary line as it travels northwest, west, and south to the intersection of the District boundary line and the northwest corner of the City of La Habra municipal boundary;
- Then follows the Orange County/Los Angeles County line to its intersection with Harbor Boulevard; and
- Then south on Harbor Boulevard to the point of origin.

- 1.3 A map of the seven trustee areas is available [on the District's website](http://www.nocccd.edu/Trustees/BoardAreaDesc.htm) ~~at the following website: <http://www.nocccd.edu/Trustees/BoardAreaDesc.htm>~~.

- 2.0 The Chancellor shall submit recommendations to the Board regarding adjustments to be made to the boundaries of each trustee area, if any adjustment is necessary, after each decennial federal census pursuant to Education Code Section 5019.5. The Chancellor shall submit the recommendation in time for the Board to act as required by law.

Date of Adoption: June 24, 2003

Date of Last Revision: September 25, 2012
December 13, 2011

BP 2105 Election of Student Members

Reference:

[Education Code Section 72023.5 and 72103](#)

- 1.0 The student members shall be chosen by the students enrolled in the colleges as follows:
- 1.1 Student members shall be elected by all the students of the student body in a general election held for that purpose. During the spring semester of each academic year, one student member shall be elected by students enrolled at Cypress College and one student member shall be elected by students enrolled at Fullerton College, for a one-year term, commencing on June 1 following their election and ending on May 31. The student members may be recalled by all the students of the student body in an election held for that purpose in accordance with Administrative Procedure 2105, Election of Student Members.
- 1.2 To be eligible for election as a student trustee, must have completed 12 units at the college they seek to represent; shall be enrolled in and must maintain enrollment in a minimum of five (5) units at the college they represent at the time of nomination and throughout the term of service, and must maintain a minimum of a cumulative 2.0 grade point average. If, on the first day of each semester, or during the term of service, a student member fails to meet the criteria of this policy, the student member shall be disqualified for service on the Board.
- 1.3 If the seat of a student member becomes vacant by reason of the resignation, recall, or disqualification of an elected student member, or by any other reasons during his/~~er~~ her term, the Board of Trustees may authorize:
- 1.3.1 The officers of student body associations, established pursuant to [Education Code](#) Section 76060, at each community college in the District to appoint a student to serve the remainder of the term in accordance with procedures established by the Board, or;
- 1.3.2 A special election conducted by the appropriate student body association to select a student to serve the remainder of the term. Any such special election shall be held within thirty (30) days after notice of the vacancy comes to the attention of the Chancellor, unless a regular election of the student member is scheduled within thirty (30) days.
- 1.4 Candidates for the student member position may nominate themselves or be nominated by others by the filing of an application certifying that the candidate is eligible for service under the criteria set forth in California law and [this policy](#) ~~these policies~~. The election will be conducted in accordance with administrative procedures established by the Chancellor.

See [Board Policy and Administrative Procedure 2015, Student Members; and Administrative Procedure 2105, Election of Student Members.](#)

BP 2105 Election of Student Members

Date of Adoption: June 24, 2003

Date of Last Revision: August 26, 2014
May 8, 2012
June 14, 2005

BP 2110 Vacancies on the Board

Reference:

Education Code Section 5090, et seq.;
Government Code [Section 1770](#)

- 1.0 Vacancies on the Board may be caused by any of the events specified in Government Code Section 1770 or any applicable provision in the Elections Code, or by a failure to elect. Resignations from the Board shall be governed by [Education Code Section 5090](#).
 - 1.1 Within 60 days of the vacancy or filing of a deferred resignation, the Board shall either order an election or make a provisional appointment to fill the vacancy.
 - 1.2 If an election is ordered, it shall be held on the next regular election date not less than 130 days after the occurrence of the vacancy.
 - 1.3 If a provisional appointment is made, it shall be subject to the conditions in [Education Code Section 5091](#). The person appointed to the position shall hold office only until the next regularly scheduled election for district governing board members, when the election shall be held to fill the vacancy for the remainder of the unexpired term.
 - 1.4 The provisional appointment will be made by a majority public vote of the board members at a public meeting.
- 2.0 The Chancellor shall establish administrative procedures to solicit applications that assure ample publicity to and information for prospective candidates. The Board will determine the schedule and appointment process, which may include interviews at a public meeting.

See [Board Policy 2010, Board Membership](#); Administrative Procedures 2110, [Vacancies on the Board](#); and [Board Policy 2750, Board Member Absence from the State](#).

Date of Adoption: June 24, 2003

BP 2210 Officers

Reference:

Education Code Section 72000

1.0 At the annual organizational meeting, the Board shall elect from among all its members a President of the Board, a Vice President, and a Secretary. The Chancellor shall serve as Executive Secretary of the Board.

The terms of officers shall be for one year.

1.1 The duties of the President of the Board are:

- 1.1.1 Preside over all meetings of the Board;
- 1.1.2 Appoint special committees;
- 1.1.3 Call emergency and special meetings of the Board as required by law;
- 1.1.4 Consult with the Chancellor on board meeting agendas;
- 1.1.5 Communicate with individual board members about their responsibilities;
- 1.1.6 Participate in the orientation process for new board members;
- 1.1.7 Assure Board compliance with policies on board education, self-evaluation, and [Chancellor](#) ~~CEO~~ evaluation;
- 1.1.8 Represent the Board at official events or ensure board representation;
- 1.1.9 Execute all documents on behalf of the Board, except as otherwise determined by law or this policy.

1.2 The duties of the Vice President of the Board are:

- 1.2.1 Perform all duties of the President in case of absence, resignation, or other disability of the President.

1.3 In the event of absence or disability of both the President and the Vice President, a President pro tem, authorized to perform all the duties of the President, may be chosen by the Board.

1.4 The duties of the Secretary [of the Board](#) are:

- 1.4.1 Sign all legal notices and advertisements;
- 1.4.2 Execute all documents on behalf of the Board as directed by the Board.

North Orange County Community College District
BOARD POLICY
Chapter 2
Board of Trustees

BP 2210 Officers

- 1.4.3 Perform such other duties as may be presented by the Board or by State statutes.
- 1.5 The ~~D~~uties of the Executive Secretary [of the Board](#) are:
 - 1.5.1 Notify members of the Board of regular, special, emergency, and adjourned meetings;
 - 1.5.2 Prepare and post Board meeting agendas;
 - 1.5.3 Have prepared for adoption minutes of the open session of all Board meetings;
 - 1.5.4 Maintain files of adopted minutes;
 - 1.5.5 Attend all Board meetings and closed sessions, unless excused, and in such cases to assign a designee;
 - 1.5.6 Conduct the official correspondence of the Board;
 - 1.5.7 Certify as legally required all Board actions;
 - 1.5.8 Sign, when authorized by law or by Board action, any documents that would otherwise require the signature of the Secretary of the Board;
 - 1.5.9 Prepare and maintain a record of all policies of the Board;
 - 1.5.10 Issue all orders of the Board.

[See Board Policy 2305, Annual Organizational Meeting; and Board Policy 2740, Board Education.](#)

Date of Adoption: June 24, 2003

BP 2220 Committees of the Board

Reference:

Education Code Section 54952

- 1.0 The Board may by ~~its~~ **action**, establish committees that it determines are necessary to assist the Board in its responsibilities. Any committee established by ~~the~~ **Board** action shall comply with the requirements of the Brown Act and with these policies regarding open meetings.
 - 1.1 Board committees that are composed solely of less than a quorum of members of the Board that are advisory are not required to comply with the Brown Act, or with ~~these~~ policies regarding open meetings, unless they are a standing committee.
- 2.0 The President of the Board shall appoint all such committees, state their specific responsibilities, and set dates for their reports.
- 3.0 Board committees that are only advisory have no authority or power to act on behalf of the Board. Findings or recommendations shall be reported to the Board for consideration, after which such special committees shall be considered discharged.

Date of Adoption: June 24, 2003

Date of Last Revision: January 27, 2009
November 23, 2004

BP 2410 Board Policies and Administrative Procedures

Reference:

Education Code Section 70902;
ACCJC Accreditation Standards IV.C.7, IV.D.4, I.B.7, and I.C.5
WASC/ACS Criterion 2, Indicator 2.4

- 1.0 The Board may adopt such policies as are authorized by law or determined by the Board to be necessary for the efficient operation of the District. Board policies are intended to be statements of intent by the Board on a specific issue within its subject matter jurisdiction.
 - 1.1 The Board encourages broad participation in the initiation, formulation, and review of policies.
- 2.0 The policies have been written to be consistent with provisions of law, but do not encompass all laws relating to district activities. All district employees are expected to know of and observe all provisions of law pertinent to their job responsibilities.
- 3.0 Policies of the Board may be adopted, revised, added to or amended at any regular board meeting by a majority vote. Proposed changes or additions shall be introduced not less than one regular meeting prior to the meeting at which action is recommended. The Board shall regularly assess its policies for effectiveness in fulfilling the District's mission.
- 4.0 Administrative procedures are to be issued by the Chancellor as statements of method to be used in implementing Board Policy. Such administrative procedures shall be consistent with the intent of Board Policy. Administrative procedures may be revised as deemed necessary by the Chancellor.
- 5.0 The Chancellor shall, annually, provide each member of the Board with any revisions to administrative procedures since the last time they were provided. The Board reserves the right to direct revisions of the administrative procedures should they, in the Board's judgment, be inconsistent with the Board's own policies.

Copies of all [board](#) policies and administrative procedures shall be readily available to District employees through the District's website and the Chancellor's Office.

See Administrative Procedure 2410, [Board Policies and Administrative Procedures](#).

Date of Adoption: June 24, 2003

Date of Last Revision: September 14, 2016 Chancellor's Staff
April 14, 2015

BP 2745 Board Self-Evaluation

Reference:

**ACCJC Accreditation Standard IV.C.10;
WASC/ACS Criterion 2, Indicator 2.3**

- 1.0 The Board is committed to assessing its own performance as a board in order to identify its strengths and areas in which it may improve its functioning.
- 2.0 The Board shall conduct an **annual** evaluation process in April ~~of odd-numbered years~~ and place the results on a regular board meeting agenda for review and appropriate action.

[See Administrative Procedure 2745, Board Self-Evaluation.](#)

Date of Adoption: June 24, 2003

Date of Last Revision: September 14, 2016 Chancellor's Staff
November 26, 2014, Chancellors Staff
November 25, 2003

BP 3540 Sexual Assaults and Other Sexual Misconduct

Reference:

Education Code Sections 67382, 67385, and 67386;
[20 U.S. Code Section 1092\(f\)](#)
Jeanne Clery Disclosure of Security Policy and Campus Criminal Statistics Act;
~~34 C.F.R.~~ [Code of Federal Regulations Part](#) ~~Section~~ **668.46 (b) (11)**

- 1.0 Any sexual assault including but not limited to, rape, [domestic violence, dating violence or stalking](#), as defined by California law, whether committed by an employee, student, or member of the public, occurring on District property, or on an off-campus site or facility maintained by the District, or on grounds or facilities maintained by a student organization, is a violation of Board policies and [administrative](#) procedures, and is subject to all applicable punishment, including criminal procedures and disciplinary procedures of the District applicable to employees and students. [Students, faculty, and staff who may be victims of sexual assault shall be treated with dignity and provided comprehensive assistance.](#)
- 2.0 The following person is designated by the North Orange County Community College District as the Responsible Officer/Section 504 and Title IX Coordinator for receiving and coordinating the investigation of all unlawful discrimination complaints filed pursuant to section 59328 of Title 5 of the California Code of Regulations, and for coordinating compliance with Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990, Title IX of the Education Amendments of 1992, and response to discrimination complaints related thereto:

Name: Irma Ramos
Position: Vice Chancellor, Human Resources
Address: 1830 W. Romneya Drive
Anaheim, CA 92801-1819
Telephone: (714) 808-4826

Students and employees who believe they have been subjected to unlawful discrimination, including sexual assault and other sexual misconduct, or who seek information regarding the District's Sexual Assault and Other Sexual Misconduct Policy should contact the Office of the Vice Chancellor, Human Resources.

- 3.0 The Chancellor shall establish administrative procedures to ensure that students, faculty, and staff who are victims of sexual assault on District Property receive appropriate information and treatment, and that educational information about preventing sexual violence is provided and publicized as required by law. The procedures with respect to sexual assault shall conform with the provisions of Education Code [Sections](#) 67385, 67385.7, [and](#) 67386, and ~~34 C.F.R.~~ [Code of Federal Regulations](#) Section 668.46.

See Administrative Procedure 3540, [Sexual Assaults and Other Sexual Misconduct; Board Policy and Administrative Procedure 3410, Unlawful Discrimination; and Board Policy 3430, Prohibition of Harassment.](#)

North Orange County Community College District
BOARD POLICY
Chapter 3
General Institution

BP 3540 Sexual Assaults and Other Sexual Misconduct

Date of Adoption: March 23, 2004

Date of Last Revision: November 10, 2015 Board of Trustees
October 26, 2015 District Consultation Council
July 25, 2006
April 12, 2005

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: December 11, 2018

SUBJECT: Resolution
Board of Trustees
Excused Absence

Action	<u>X</u>
Resolution	<u>X</u>
Information	<u></u>
Enclosure(s)	<u>X</u>

BACKGROUND: Pursuant to Board Policy 2725, Board Member Compensation, Board members may be paid for meetings when they are absent, if the Board adopts a Resolution verifying that the absence is excused.

Education Code Section 7425, Subdivision (c) reads as follows:

A member may be paid for any meeting when absent if the Board by resolution duly adopted and included in its minutes, finds that at that time of the meeting he or she is performing services outside of the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the board. This compensation shall be a charge against the funds of the district.

How does this relate to the five District Strategic Directions? This item responds to District Strategic Direction #4: The District will implement best practices related to planning, including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and district levels, and the allocation of resources to fund planning priorities.

How does this relate to Board Policy: This item is in accordance with Board Policy 2725, Board Member Compensation.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board adopt Resolution No. 18/19-12, Trustee Absence, verifying that Trustee Jacqueline Rodarte was absent on November 27, 2018 due to illness and, therefore, eligible to receive compensation for the Regular Board meeting held on that date. A signed affidavit from Ms. Rodarte verifying her absence due to illness will be on file in the Chancellor's Office.

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**



Resolution 18/19-12, Trustee Absence

WHEREAS, Education Code Section 72425(c) states:

(c) A member may be paid for any meeting when absent if the board by resolution duly adopted and included in its minutes finds that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the board. This compensation shall be a charge against the funds of the district.

NOW, THEREFORE, BE IT RESOLVED that the Trustee named below was absent from the Regular Board meeting of November 27, 2018, due to illness, and therefore, eligible to receive compensation for the meeting held on that date.

TRUSTEE

Jacqueline Rodarte

AYES:

NOES:

ABSENT:

ABSTAINING:

DATE ADOPTED: December 11, 2018

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: December 11, 2018
SUBJECT: Future Board Agenda Items

Action	_____
Resolution	_____
Information	_____ X _____
Enclosure(s)	_____

BACKGROUND: During the June annual Board and Chancellor planning retreat, the group discussed how to make Board meetings more effective and efficient. As a result of that discussion, it was agreed that a new *Future Board Agenda Items* section would be included in Board meeting agendas to provide an opportunity for trustees to discuss the possibility of adding topics or items of interest to future agendas.

This information item is presented to allow for discussion on any potential future Board agenda items.

How does this relate to the five District Strategic Directions? This item responds to District Strategic Direction #4: The District will implement best practices related to planning, including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and district levels, and the allocation of resources to fund planning priorities.

How does this relate to Board Policy: This item is in accordance with Board Policy 2310, Regular Meetings of the Board and Board Policy 2340, Agendas.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board discuss any potential future Board agenda items.

Cheryl Marshall

Recommended by

Approved for Submittal

6.d

Item No.