

**EL CAMINO COLLEGE  
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE  
NOVEMBER 24, 2009**

Present: J. Davidson, S. Gates, A. Himsel, R. Hughes, B. Jaffe, L. Kjeseth, M. Lipe, V. Lloyd,  
E. Martinez, S. Panksi, V. Rayford, J. Sims, J. Thompson

Members Absent: F. Arce, M. Odanaka

Ex-Officio Members Present: Q. Chapman, J. Harmon, L. Suekawa, J. Young

Ex-Officio Members Absent: M. Hall, R. Smith, Student Representatives

Also Present: V. Cafarchia, R. Elton-Collett, B. Knapp, G. Miranda, S. Rodriguez

**CALL TO ORDER**

Chair Kjeseth called the College Curriculum Committee (CCC) meeting to order at 2:34 p.m.

**APPROVAL OF MINUTES**

Chair Kjeseth announced that the committee should expect the minutes from the November 10<sup>th</sup> CCC meeting via email before Thursday.

**CHAIR'S REPORT**

- There are courses that were scheduled for full review today; however, they will be reviewed at a later date. The committee should hold their proposals for Educational Development 29, Respiratory Care 176, Respiratory Care 178, Architecture 199ab, and Fashion 4ab. The courses are scheduled for review at the December 8<sup>th</sup> CCC meeting.
- There are 22 out-of-compliance courses remaining.
- Chair Kjeseth estimates that he has read 11,200 pages of proposals since last February.
- Faculty, DCC members, and staff have maintained a level of high quality during course review.
- There will be approximately 78 courses for review in spring 2010.
- Course changes that must be reflected in the college catalog will be reviewed at the first or second meeting in spring.
- Chair Kjeseth informed the committee that we might have two standard review committees working simultaneously.
- A document will be prepared stating when course changes go into effect.
- CurricUNET training will be held March 1, 2 and 3<sup>rd</sup>. CurricUNET's training staff will come to our campus for two and a half days of training.
- It appears that colleges will not be required to conduct statistical research when justifying prerequisites. Chair Kjeseth will keep the committee updated.
- Chair Kjeseth stated that he will be serving one term as the CCC Chair. The committee will hold elections in the spring for a new chair.

## **CURRICULUM REVIEW**

### **Behavioral and Social Sciences Proposals**

- G. Miranda, Dean of Behavioral and Social Sciences, distributed errata sheets to the committee for revisions to majors – Anthropology, Economics, Ethnic Studies, Philosophy, Political Science, and Sociology. There were no questions.
- Regarding revisions to the Sociology major, L. Suekawa made the recommendation to add Mathematics 140, 160 and 190 to the major. There are many students interested in transferring to UCLA, and students are required to take statistics and one math course.
- Chair Kjeseth called for a motion to approve the majors. S. Panski moved, V. Lloyd seconded, and the motion carried.

### **Industry and Technology Proposals**

- S. Rodriguez, Dean of Industry and Technology, distributed errata sheets to the committee for course proposals – Air Conditioning and Refrigeration 30 and Air Conditioning and Refrigeration 32.
- Faculty member, V. Cafarchia, fielded questions from the committee on course objectives one and two Air Conditioning and Refrigeration 32. V. Cafarchia accepted the recommendations.
- Chair Kjeseth asked for a motion to approve the course proposals and conditions of enrollment. R. Hughes moved, M. Lipe seconded, and the motion carried.

## **CONSENT AGENDA PROPOSALS**

- The committee reviewed the consent agenda proposals. There were 53 course proposals on the agenda – Behavioral and Social Sciences (17), Business (11), Fine Arts (2), Health Sciences and Athletics (8), and Industry and Technology (15).
- After review of the Consent Agenda, Chair Kjeseth asked for a motion to approve the proposals, including the conditions of enrollment. S. Panski moved, A. Himsel seconded, and the motion carried.

## **SIX-YEAR REVIEW CYCLE WORKSHEETS**

- Today's handout was a six-year cycle worksheet.
- Chair Kjeseth provided an overview.
- The worksheets will be sent to each CCC representative and dean.
- The plan is to spread course review over a six-year period.
- Sequence of courses should be reviewed at the same time, if possible, as well as courses that are cross-listed.
- Q. Chapman will verify cross-listed courses and provide that information to the committee.

## **ANNOUNCEMENTS**

- Q. Chapman presented the Mathematical Sciences division with their award for completing course review.
- L. Suekawa inquired about the frequency of review for majors. Chair Kjeseth advised that majors are reviewed during the program review process; however, if there are changes in program courses, majors should be updated and presented to the CCC.

## **ADJOURNMENT**

Chair Kjeseth called for a motion to adjourn the meeting. R. Hughes moved, J. Thompson seconded, and the motion carried. The meeting was adjourned at 4:00 p.m.

**EL CAMINO COLLEGE  
COLLEGE CURRICULUM COMMITTEE**

**Proposed Curriculum Changes  
November 24, 2009**

**BEHAVIORAL AND SOCIAL SCIENCES DIVISION**

**CHANGE IN NUMBER**

*Current Status/Proposed Change*

1. History ~~5B~~ 163 – History of Modern Britain

*Recommendation:*

History 163 – History of Modern Britain

*Current Status/Proposed Change*

2. History & 128 – History of California

*Recommendation:*

History 128 – History of California

*Current Status/Proposed Change*

3. History ~~9~~ 108 – United States History: The American Indian Experience

*Recommendation:*

History 108 – United States History: The American Indian Experience

*Current Status/Proposed Change*

4. History ~~12A~~ 183 – Introduction to African History, Prehistory to 1885

*Recommendation:*

History 183 – Introduction to African History, Prehistory to 1885

*Current Status/Proposed Change*

5. History ~~12B~~ 184 – Introduction to African History, 1885 to the Present

*Recommendation:*

History 184 – Introduction to African History, 1885 to the Present

*Current Status/Proposed Change*

6. History ~~14A~~ 175 – History of Asian Civilizations

*Recommendation:*

History 175 – History of Asian Civilizations

*Current Status/Proposed Change*

7. History ~~14B~~ 176 – History of Asian Civilizations

*Recommendation:*

History 176 – History of Asian Civilizations

*Current Status/Proposed Change*

8. History ~~16B~~ 111 – The African American in the United States from 1877 to the Present

*Recommendation:*

History 111 – The African American in the United States from 1877 to the Present

*Current Status/Proposed Change*

9. History ~~18B~~ 106 – Women and American History from 1877 to the Present

*Recommendation:*

History 106 – Women and American History from 1877 to the Present

*Current Status/Proposed Change*

10. History ~~22~~ 143 – Twentieth Century World History

*Recommendation:*

History 143 – Twentieth Century World History

*Current Status/Proposed Change*

11. History ~~25~~ 165 – History of Modern Germany, 1866 to the Present

*Recommendation:*

History 165 – History of Modern Germany, 1866 to the Present

*Current Status/Proposed Change*

12. History ~~27~~ 129 – History of Los Angeles

*Recommendation:*

History 129 – History of Los Angeles

*Current Status/Proposed Change*

13. History ~~30~~ 177 – History of Japan

*Recommendation:*

History 177 – History of Japan

*Current Status/Proposed Change*

- 14. History ~~37~~ 145 – History of World Religions

*Recommendation:*

History 145 – History of World Religions

**CHANGE IN NUMBER; DISTANCE EDUCATION UPDATE**

*Current Status/Proposed Change*

- 1. History ~~16A~~ 110 – The African American in the United States to 1877

*Recommendation:*

History 110 – The African American in the United States to 1877

*Current Status/Proposed Change*

- 2. History ~~18A~~ 105 – Women and American History from the Colonial Era to 1877

*Recommendation:*

History 105 – Women and American History from the Colonial Era to 1877

**INACTIVATE COURSE**

- 1. Human Development 15 – Student Athlete Orientation to College and Educational Planning

**CHANGE IN MAJOR**

- 1. Anthropology

*Current Status/Proposed Change*

Anthropology 1, 2, 3, 4; ~~four~~ three courses from: Anthropology 4, 5, 6, 7, 8, 9, 10, 11, 12, 20A, ~~20B~~, Geography 5 ~~History 9~~

Total Units: 19-21

*Recommendation:*

Anthropology 1, 2, 3, 4;

three courses from: Anthropology 5, 6, 7, 8, 9, 10, 11, 12, 20A, Geography 5

Total Units: 19-21

2. Economics

*Current Status/Proposed Change*

Economics 1, 2, ~~English 1A~~, Mathematics 160 and 161 or 190 and 191; choose two courses from the following: History ~~1A, 1B~~, 101, 102, 140, 141, Political Science 1  
Total Units: ~~23-25~~ 19-22

*Recommendation:*

Economics 1, 2, Mathematics 160 and 161 or 190 and 191;  
two courses from: History 101, 102, 140, 141, Political Science 1  
Total Units: 19-22

3. Ethnic Studies

*Current Status/Proposed Change*

African American Studies Option:

English 43, Ethnic Studies 1, History ~~12A, 16A, 16B~~, 110, 111, 183, Psychology 10; ~~six~~ three units from: Art 9, English 44, History ~~12B, 32~~, 122, 184, Music 13, Political Science 5, Sociology 104, 107  
Total Units: ~~24~~ 21

*Recommendation:*

African American Studies Option:

English 43, Ethnic Studies 1, History 110, 111, 183, Psychology 10;  
three units from: Art 9, English 44, History 122, 184, Music 13, Political Science 5, Sociology 104, 107  
Total Units: 21

*Current Status/Proposed Change*

American Cultures Option:

Ethnic Studies 1; 15 units from: Anthropology 6, Art 7, English 42, 43, 44, History ~~9, 16A, 16B, 17, 32~~, 108, 110, 111, 112, 122, Psychology 10, Sociology 107; ~~six~~ three units from: ~~American Studies 3~~, Anthropology 2, History ~~12A, 12B, 14A, 14B, 19~~, 154, 175, 176, 183, 184, Music 13, Political Science 5, Sociology 104  
Total Units: ~~24~~ 21

*Recommendation:*

American Cultures Option:

Ethnic Studies 1;  
fifteen units from: Anthropology 6, Art 7, English 42, 43, 44, History 108, 110, 111, 112, 122, Psychology 10, Sociology 107;  
three units from: Anthropology 2, History 154, 175, 176, 183, 184, Music 13, Political Science 5, Sociology 104  
Total Units: 21

*Current Status/Proposed Change*

Asian American Studies Option:

English 44, Ethnic Studies 1, History ~~14A, 14B, 114, 175, 176~~, ~~Political Science 5~~,  
Sociology 107; ~~six~~ three units from: Art 5A, 5B, 6, Japanese 25, Philosophy 12,  
Political Science 5, Sociology 104

Total Units: ~~24~~ 21

*Recommendation:*

Asian American Studies Option:

English 44, Ethnic Studies 1, History 114, 175, 176, Sociology 107;  
three units from: Art 5A, 5B, 6, Japanese 25, Philosophy 12, Political Science 5,  
Sociology 104

Total Units: 21

*Current Status/Proposed Change*

Chicano Studies Option:

Art 7, English 42, Ethnic Studies 1, History ~~17, 19, 112, 154~~, Political Science 5; ~~six~~  
three units from: ~~American Studies 3~~, English 44, History ~~32~~ 122, Sociology 104,  
107

Total Units: ~~24~~ 21

*Recommendation:*

Chicano Studies Option:

Art 7, English 42, Ethnic Studies 1, History 112, 154, Political Science 5;  
three units from: English 44, History 122, Sociology 104, 107

Total Units: 21

*Current Status/Proposed Change*

Native American Studies Option:

Anthropology 6, English 44, Ethnic Studies 1, History ~~9~~ 108, Political Science 5,  
Sociology 107; ~~six~~ three units from: Anthropology 2, 7, 8, Art 7, Sociology 104

Total Units: ~~24~~ 21

*Recommendation:*

Native American Studies Option:

Anthropology 6, English 44, Ethnic Studies 1, History 108, Political Science 5,  
Sociology 107;

three units from: Anthropology 2, 7, 8, Art 7, Sociology 104

Total Units: 21

4. History

*Current Status/Proposed Change*

History ~~1A, 1B, 101, 102, 140, 141~~; three courses from: American Studies 7,  
History ~~5A, 5B, 8, 9, 12A, 12B, 14A, 14B, 16A, 16B, 17, 18A, 18B, 19, 22, 25, 27~~,

~~30, 37, 105, 106, 108, 110, 111, 112, 114, 122, 128, 129, 143, 145, 152, 154, 162, 163, 165, 175, 176, 177, 178, 183, 184, 190; Political Science 1~~  
Total Units: 21

*Recommendation:*

History 101, 102, 140, 141;  
three courses from: American Studies 7, History 105, 106, 108, 110, 111, 112, 114, 122, 128, 129, 143, 145, 152, 154, 162, 163, 165, 175, 176, 177, 178, 183, 184, 190  
Total Units: 21

5. Philosophy

*Current Status/Proposed Change*

Philosophy 3, 5 or 8; Philosophy 10, 11; two courses from: Philosophy 2, ~~3~~, 7, 12, 14, 23; ~~three courses~~ one course from: at least two of the following groups:  
1. ~~Art 1, 3, 4, Music 11~~  
2. History ~~140~~, 141  
3. English 23, 31, ~~35~~, 36  
4. ~~Mathematics 40 or 43, 60, 120~~  
Total Units: ~~24-26~~ 21

*Recommendation:*

Philosophy 3, 5 or 8;  
Philosophy 10, 11;  
two courses from: Philosophy 2, 7, 12, 14, 23;  
one course from: English 23, 31, 36, History 141  
Total Units: 21

6. Political Science

*Current Status/Proposed Change*

Political Science 1; four courses from: Political Science 2, 3, 5, 6, 8, 10; ~~two~~ one courses from: Economics 1, 2, History ~~1A, 1B, 14A~~, 101, 102, ~~140~~, 141, Philosophy 3, 10  
Total Units: ~~24~~ 18

*Recommendation:*

Political Science 1;  
four courses from: Political Science 2, 3, 5, 6, 8, 10;  
one course from: Economics 1, 2, History 101, 102, 141, Philosophy 3, 10  
Total Units: 18

7. Sociology

*Current Status/Proposed Change*

~~Anthropology 2~~, Sociology 101, 104; Sociology 109 or Psychology 9A or Mathematics 150; ~~two~~ three courses from: American Studies 7, Anthropology 2, 9,



Mathematics 140 or 160 or 190, Philosophy 2, 3, 5, 8, Psychology 5, 10, 12, 16, Sociology 102, 107, 108, 110, 112, 115, Women's Studies 1  
Total Units: 19

*Recommendation:*

Sociology 101, 104;  
Sociology 109 or Psychology 9A or Mathematics 150;  
three courses from: American Studies 7, Anthropology 2, 9, Mathematics 140 or 160 or 190, Psychology 12, 16, Sociology 102, 107, 108, 110, 112, Women's Studies 1  
Total Units: 19

**BUSINESS DIVISION**

**COURSE REVIEW**

1. Business 2A – Intermediate Accounting
2. Business 5C – Income Tax Microcomputer Applications
3. Law 15 – Civil and Criminal Evidence

**COURSE REVIEW; DISTANCE EDUCATION UPDATE; CHANGE IN TRANSFER STATUS**

1. Business 11 – Accounting for Small Business  
*Current Status/Proposed Change*  
Transfer CSU

*Recommendation:*

Transfer CSU

2. Law 5 – Contracts, Sales, and Commercial Paper  
*Current Status/Proposed Change*  
Proposed Transfer UC

*Recommendation:*

Proposed Transfer UC

**COURSE REVIEW; CHANGE IN CATALOG DESCRIPTION**

1. Business 2B – Intermediate Accounting  
*Current Status/Proposed Change*

This course is a continuation of the study of advanced financial and managerial accounting theory and practice for the corporate form of ownership. ~~A major focus~~ The emphasis of the course is on the analysis, evaluation, and preparation of complex corporate financial statements including notes, special topics, and extenuating circumstances and the resulting special reporting issues.

*Recommendation:*

This course is a continuation of the study of advanced financial and managerial accounting theory and practice for the corporate form of ownership. The emphasis of the course is on the analysis, evaluation, and preparation of complex corporate financial statements including notes, special topics, and extenuating circumstances and the resulting reporting issues.

2. Law 18 – Wills, Trusts and Estate Planning

*Current Status/Proposed Change*

This course examines basic concepts and proper use of wills and trusts in estate planning. Topics include: the taxes through estate planning, probate, methods of holding title to property, tax effects of gifts, gifts to minors, laws of intestacy, state and federal tax requirements during life and upon death, guardianships, and conservatorship.

*Recommendation:*

This course examines basic concepts and the proper use of wills and trusts in estate planning. Topics include the taxes through estate planning, probate, methods of holding title to property, tax effects of gifts, gifts to minors, laws of intestacy, state and federal tax requirements during life and upon death, guardianship, and conservatorship.

3. Law 19 – Law and Computers

*Current Status/Proposed Change*

This course is an introduction to the use of computers in the law office and the utilization of legal specific software for forms and document preparation. Emphasis is placed on how to automate document production and litigation support systems. ~~Time and billing software is also utilized.~~ Introduction to legal and general electronic information databases are covered. Current legal research software, such as Westlaw and Lexis, ~~and~~ sources on the Internet, and time and billing software are also included in the course.

*Recommendation:*

This course is an introduction to the use of computers in the law office and the utilization of legal specific software for forms and document preparation. Emphasis is placed on how to automate document production and litigation support systems. Introduction to legal and general electronic information databases are covered.

Current legal research software, such as Westlaw and Lexis, sources on the Internet, and time and billing software are also included in the course.

4. Law 20 – Paralegal Seminar

*Current Status/Proposed Change*

This course ~~focuses on~~ examines ethics, advanced paralegal communication skills, law office management, problem solving, and analysis skills. It also includes a component on employment, networking and job search. ~~This course is designed to be taken at the end of the paralegal student's course of study.~~

Note: This course is designed to be taken at the end of the paralegal student's course of study.

*Recommendation:*

This course examines ethics, advanced paralegal communication skills, law office management, problem solving, and analysis skills. It also includes a component on employment, networking and job search.

Note: This course is designed to be taken at the end of the paralegal student's course of study.

5. Real Estate 12A – Legal Aspects of Real Estate

*Current Status/Proposed Change*

This course provides instruction on buying, selling, and management of real property. Students study California property law, community property, liens, sales contracts, escrow, commissions, transfers, licensing regulations, and public policy.

~~Note: The California Department of Real Estate (DRE) has approved this course as one of the optional elective courses that must be completed within 18 months of conditional for the salesperson licensure license, in addition to the required courses of Real Estate Principles and Real Estate Practice. This course is statutorily required for t~~The California Department of Real Estate (DRE) has approved this course as one of the required courses for the real estate broker license. The Office of Real Estate Appraisal (OREA) has approved this course for 54 hours of basic education (BE) credit. OREA has approved this course for 51 hours of continuing education (CE) credit for license renewal provided the student has 90% attendance and passes a closed book final exam.

*Recommendation:*

This course provides instruction on buying, selling, and management of real property. Students study California property law, community property, liens, sales contracts, escrow, commissions, transfers, licensing regulations, and public policy.

Note: The California Department of Real Estate (DRE) has approved this course as one of the elective courses for the salesperson license, in addition to the required courses of Real Estate Principles and Real Estate Practice. The California

Department of Real Estate (DRE) has approved this course as one of the required courses for the real estate broker license.

## **COURSE REVIEW; CHANGES IN TRANSFER STATUS, CATALOG DESCRIPTION**

### 1. Law 6– Agency, Corporations and Partnerships

*Current Status/Proposed Change*

Proposed Transfer UC

~~The focus of t~~This course is on explores business organizations and employer/employee relationships and liabilities; agency, corporations, partnerships, Limited Liability Company (LLC), and Limited Liability Partnerships (LLP). Business torts and government regulations of business are covered.

*Recommendation:*

Proposed Transfer UC

This course explores business organizations and employer/employee relationships and liabilities; agency, corporations, partnerships, Limited Liability Company (LLC), and Limited Liability Partnerships (LLP). Business torts and government regulations of business are covered.

## **FINE ARTS DIVISION**

### **REACTIVATE COURSE; COURSE REVIEW; CHANGES IN DESCRIPTIVE TITLE, TRANSFER STATUS, CATALOG DESCRIPTION, A.A./A.S. GENERAL EDUCATION REQUIREMENT, CSU GENERAL EDUCATION REQUIREMENT, IGETC GENERAL EDUCATION**

*Current Status/Proposed Change*

### 1. Music 16 – ~~Popular Music In the United States~~ History of Rock Music

Transfer CSU

Proposed Transfer UC

A.A./A.S. General Education Requirement – Area 3

Proposed CSU General Education Requirement – Area C1

Proposed IGETC General Education Requirement – Area 3A

~~This course is a survey of the compositions, styles, and performers of popular music in the United States from the late 18<sup>th</sup>-century~~ focuses on the techniques, styles, composers/performers, and evolution of rock and roll from the 1950s to the present, with primary emphasis on middle and late 20<sup>th</sup>-century popular music. Emphasis is placed on the roots and early development of rock music, its stylistic trends, influential artists, and the impact of technology on rock music throughout the years.

*Recommendation:*

Music 16 – History of Rock Music

Transfer CSU

Proposed Transfer UC

A.A./A.S. General Education Requirement – Area 3

Proposed CSU General Education Requirement – Area C1

Proposed IGETC General Education Requirement – Area 3A

This course focuses on the techniques, styles, composers/performers, and evolution of rock and roll from the 1950s to the present. Emphasis is placed on the roots and early development of rock music, its stylistic trends, influential artists, and the impact of technology on rock music throughout the years.

**NEW DISTANCE EDUCATION VERSION**

1. Music 16 – History of Rock Music

**REACTIVATE COURSE; COURSE REVIEW; CHANGES IN TRANSFER STATUS, CATALOG DESCRIPTION**

1. Music 51abcd – Mixed Chorus

*Current Status/Proposed Change*

Transfer CSU

Proposed Transfer UC

In this course, the basic principles of choral technique are introduced through the performance of. ~~Opportunity to sing choral literature from a variety of style periods. Some of the styles include Renaissance, Baroque, Classical, Romantic, Gospel and Jazz. Student performances are held on and off campus each semester including spirituals, folk songs, and musical comedy. Students perform in Christmas and Spring Concerts.~~

*Recommendation:*

Transfer CSU

Proposed Transfer UC

In this course, the basic principles of choral technique are introduced through the performance of literature from a variety of style periods. Some of the styles include Renaissance, Baroque, Classical, Romantic, Gospel and Jazz. Student performances are held on and off campus each semester.

**HEALTH SCIENCES AND ATHLETICS DIVISION**

**COURSE REVIEW; CATALOG DESCRIPTION**

1. Educational Development 21 – Career Preparation

*Current Status/Proposed Change*

This course assists the student in selecting a career and developing effective job seeking skills. The student will complete an interest inventory, review academic performance, research various careers and practice the steps necessary to attain employment.

Note: This course is appropriate for students with disabilities. This course is occasionally taught in American Sign Language and is designed for students who are deaf or hard-of-hearing.

*Recommendation:*

This course assists the student in selecting a career and developing effective job seeking skills. The student will complete an interest inventory, review academic performance, research various careers and practice the steps necessary to attain employment.

Note: This course is appropriate for students with disabilities. This course is occasionally taught in American Sign Language and is designed for students who are deaf or hard-of-hearing.

**COURSE REVIEW**

1. Physical Education 290 – Personal Fitness Trainer

**COURSE REVIEW; CHANGE IN DISCIPLINE**

1. Nursing 116 – Disabilities in the Developing Child

*Current Status/Proposed Change*

Discipline: Nursing/Child Development/Early Childhood Education

*Recommendation*

Discipline: Nursing/Child Development/Early Childhood Education

**COURSE REVIEW; CHANGES IN CONDITIONS OF ENROLLMENT (Prerequisite, Corequisite, Recommended Preparation, or Enrollment Limitation), CATALOG DESCRIPTION**

1. Nursing 212 – Basic Perioperative Nursing

*Current Status/Proposed Change*

Enrollment Limitation: Licensed Registered Nurse who has obtained a clinical site for 24 hours per week of clinical preceptorship in the operating room

This course is designed for registered nurses who have had no previous experience in the operating room. Upon completion of the course, the nurse will be qualified to practice at an entry-level perioperative position in either an acute care hospital or an outpatient ~~surgicenter~~ surgery center. Course content includes the care of the perioperative patient during all phases of the operative experience. Emphasis will

be placed on those functions required during the intraoperative phase, including the functions of ~~a scrub and~~ the circulating nurse and the scrub nurse during ~~general a~~ variety of surgical procedures.

*Recommendation:*

Enrollment Limitation: Licensed Registered Nurse who has obtained a clinical site for 24 hours per week of clinical preceptorship in the operating room

This course is designed for registered nurses who have had no previous experience in the operating room. Upon completion of the course, the nurse will be qualified to practice at an entry-level perioperative position in either an acute care hospital or an outpatient surgery center. Course content includes the care of the perioperative patient during all phases of the operative experience. Emphasis will be placed on those functions required during the intraoperative phase, including the functions of the circulating nurse and the scrub nurse during a variety of surgical procedures.

**COURSE REVIEW; CHANGE IN CATALOG DESCRIPTION**

1. Physical Education 277 – Introduction to Kinesiology and Physical Education

*Current Status/Proposed Change*

This course introduces the academic disciplines of kinesiology and physical education through an examination of their historical, professional, and philosophical foundations. Specialties such as exercise science, biomechanics, athletic training, fitness, teaching, coaching, sport psychology, and adapted physical education ~~will be~~ are surveyed for their scope and career options.

*Recommendation:*

This course introduces the academic disciplines of kinesiology and physical education through an examination of their historical, professional, and philosophical foundations. Specialties such as exercise science, biomechanics, athletic training, fitness, teaching, coaching, sport psychology, and adapted physical education are surveyed for their scope and career options.

2. Radiologic Technology 217 – Clinical Experience 4

*Current Status/Proposed Change*

This course continues ~~in the~~ development of clinical skills in the art of radiography with special emphasis ~~in the area of skull~~ on cranium radiography, age-specific competencies, mobile and surgical imaging. In addition, students continue to complete mandatory and elective clinical performance evaluations, as outlined in the course syllabus and student handbook.

*Recommendation:*

This course continues development of clinical skills in the art of radiography with special emphasis on cranium radiography, age-specific competencies, mobile and surgical imaging. In addition, students continue to complete mandatory and elective

clinical performance evaluations, as outlined in the course syllabus and student handbook.

3. Radiologic Technology 218 – Clinical Experience 5

*Current Status/Proposed Change*

This course continues ~~with~~ the development of clinical skills in the art of radiography, with an special emphasis on observation of special imaging modalities and exams procedures requiring use of contrast media agents, special imaging systems and special image modalities. Students will work towards completion of all mandatory and elective clinical performance evaluations including the categorical final competencies as outlined in the course syllabus and student handbook.

*Recommendation:*

This course continues the development of clinical skills in the art of radiography, with an emphasis on observation of special imaging modalities and exams requiring the use of contrast media. Students will work towards completion of all mandatory and elective clinical performance evaluations including the categorical final competencies as outlined in the course syllabus and student handbook.

**COURSE REVIEW; FACULTY LOAD, CHANGES IN LECTURE/LAB HOURS, CATALOG DESCRIPTION**

1. Radiologic Technology 219 – Clinical Experience 6

*Current Status/Proposed Change*

Faculty Load: ~~175.0%~~ 202.5%

Lab: ~~35~~ 40.5 hours lab to be arranged (8 week course)

This course continues ~~with~~ the development of clinical skills in the art of radiography, ~~requiring the use of contrast agents and~~ with a special emphasis in specialized radiography, new modalities and age-specific competencies. Advanced clinical practice experiences are designed to provide competent performance of radiologic imaging systems. Further development of radiographic Students perform independently, with appropriate supervision to assess their skills in portable and surgical radiography, emergency rooms and critical care areas will be presented for employability. The course emphasizes completions of all mandatory, elective and final clinical performance evaluations.

*Recommendation:*

Faculty Load: 202.5%

Lab: 40.5 hours lab to be arranged (8 weeks course)

This course continues the development of clinical skills in the art of radiography, with a special emphasis in specialized radiography, new modalities and age-specific competencies. Advanced clinical practice experiences are designed to provide competent performance of radiologic imaging. Students perform independently, with appropriate supervision to assess their skills for employability. The course



emphasizes completions of all mandatory, elective and final clinical performance evaluations.

## INDUSTRY AND TECHNOLOGY DIVISION

### INACTIVATE COURSES

1. Administration of Justice 136 – Ethics in the Justice System
2. Electronics and Computer Hardware Technology 112 – Advanced Direct and Alternating Current Circuits
3. Industry and Technology 15 – Exploring Careers in Industry and Technology
4. Interior Design 50 – Special Topics in Interior Design

### COURSE REVIEW

1. Architecture 170 – Architectural Graphic Techniques
2. Construction Technology 107abcd – Cabinet and Furniture Making
3. Construction Technology 109abcd – Application and Installation of Euro Style Hardware

### COURSE REVIEW; CHANGES IN FACULTY LOAD, LECTURE/LAB HOURS, CATALOG DESCRIPTION

1. Air Conditioning and Refrigeration 30 – Electric Controls  
*Current Status/Proposed Change*  
Lecture: ~~1.5~~ 2 hours      Lab: ~~1.5~~ 0 hours      Faculty Load: ~~17.500~~ 13.33%  
This course covers the study of electrical components and circuitry for ~~single zone~~ air conditioning and refrigeration controls. Theoretical principles ~~and practical lab experience needed~~ are applied to diagnose electrical problems and safely make necessary repairs ~~are emphasized~~. ~~The course provides a broad foundation in the skills required to analyze and service basic circuits to the more complex analog single zone control circuitry.~~ to Heating, Ventilating and Air Conditioning (HVAC) systems.

*Recommendation:*

Lecture: 2 hours      Lab: 0 hours      Faculty Load: 13.33%  
This course covers the study of electrical components and circuitry for air conditioning and refrigeration controls. Theoretical principles are applied to

diagnose electrical problems and safely make necessary repairs to Heating, Ventilating and Air Conditioning (HVAC) systems.

**COURSE REVIEW; CHANGES IN CONDITIONS OF ENROLLMENT (Prerequisite, Corequisite, Recommended Preparation, or Enrollment Limitation), FACULTY LOAD, LECTURE/LAB HOURS, CATALOG DESCRIPTION**

1. Air Conditioning and Refrigeration 32 – Fundamentals of Pneumatic Controls

*Current Status/Proposed Change*

Lecture: ~~1.5~~ 2 hours      Lab: ~~1.5~~ 0 hours      Faculty Load: ~~17.500~~ 13.33%

Prerequisite: Air Conditioning and Refrigeration ~~1- or~~ 21 or 22 with a minimum grade of C ~~in prerequisite~~ or equivalent

This course covers the study of the basic fundamentals of pneumatic control for heating, ventilating and air conditioning systems. ~~Lecture and laboratory material will include types of control systems, installation, calibration and maintenance.~~  
Students learn how to install, calibrate, and maintain control systems.

*Recommendation:*

Lecture: 2 hours      Lab: 0 hours      Faculty Load: 13.33%

Prerequisite: Air Conditioning and Refrigeration 21 or 22 with a minimum grade of C or equivalent

This course covers the study of the basic fundamentals of pneumatic control for heating, ventilating and air conditioning systems. Students learn how to install, calibrate, and maintain control systems.

**COURSE REVIEW; CHANGE IN CATALOG DESCRIPTION**

1. Administration of Justice 103 – Concepts of Criminal Law I

*Current Status/Proposed Change*

In ~~This course, students examine~~ covers the study of historical development, and philosophy of law and its application to the ~~administration of~~ criminal justice system. Topics covered include legal research, case law, classifications of crime, crimes against persons and property, and crimes against the state ~~as a social and historical ideology.~~

*Recommendation:*

In this course, students examine the historical development and philosophy of law and its application to the criminal justice system. Topics covered include legal research, case law, classifications of crime, crimes against persons and property, and crimes against the state.

2. Administration of Justice 115 – Community and Human Relations

*Current Status/Proposed Change*

~~This~~ The course explores the roles of ~~the administration of~~ criminal justice practitioners and their agencies. ~~Through interaction and study, the s~~Students will ~~become aware of~~ examine the interrelationships and role expectations among the various agencies and the public. Principal emphasis ~~will be~~ is placed ~~upon~~ on the professional image ~~of~~ the system of justice administration conveys, and the development of positive relationships between members of the system and the public.

*Recommendation:*

The course explores the roles of criminal justice practitioners and their agencies. Students examine the interrelationships and role expectations among the various agencies and the public. Principal emphasis is placed on the professional image the system of justice administration conveys, and the development of positive relationships between members of the system and the public.

3. Administration of Justice 126 – Juvenile Delinquency and Legal Procedures

*Current Status/Proposed Change*

~~This course is a~~ Topics covered in this study of juvenile delinquency and the juvenile justice system. ~~Topics covered~~ include theories of juvenile crime causation, ~~economic impact~~, gangs, juvenile law, and the handling of juvenile offenders as well as social, cultural, and environmental factors. Current social services programs designed for delinquents, with emphasis on practical applications, probation, and youth authority procedures, are also discussed.

*Recommendation:*

Topics covered in this study of juvenile delinquency and the juvenile justice system include theories of juvenile crime causation, gangs, juvenile law, and the handling of juvenile offenders as well as social, cultural and environmental factors. Current social services programs designed for delinquents, with emphasis on practical applications, probation and youth authority procedures, are also discussed.

4. Architecture 120abcd – Computer Aided Architectural Drafting

*Current Status/Proposed Change*

This is a beginning course in the study of Computer Aided Drafting (CAD) with regard to Architecture. Students ~~will~~ learn the commands necessary to produce working drawings construction documents for a building using the latest version of the AutoCAD Architectural Desktop Software.

*Recommendation:*

This is a beginning course in the study of Computer Aided Drafting (CAD) with regard to Architecture. Students learn the commands necessary to produce construction documents for a building using the latest version of the AutoCAD Software.

5. Architecture 171 – Architectural Three-Dimensional Illustration

*Current Status/Proposed Change*

This is a course in three-dimensional pictorial drawing that covers one, two and three point perspectives. ~~The most popular~~ Basic methods of construction ~~will be~~ are used in producing these drawings. Special attention is given to short-cut methods used by professionals. The use of shade and shadow, reflections and mirror images ~~are will also be~~ covered.

*Recommendation:*

This is a course in three-dimensional pictorial drawing that covers one, two and three point perspectives. Basic methods of construction are used in producing these drawings. Special attention is given to shortcut methods used by professionals. The use of shade and shadow, reflections and mirror images are also covered.

6. Architecture 172 – Architectural Color Rendering techniques

*Current Status/Proposed Change*

This course is a the study of rendering techniques used by the application of the techniques architectural illustrators use to render delineate architectural presentation drawings. The course is taught ~~primarily using design marker and color pencil~~ various color mediums.

*Recommendation:*

This course is the study of rendering techniques used by illustrator to delineate architectural drawings. The course is taught using various color mediums.

7. Automotive Collision Repair/Painting 6abcd – Automotive Collision Repair Applications

*Current Status/Proposed Change*

This course provides instruction on the principles of automotive collision repair and painting, ~~involving~~ including safety practices; vehicle construction; gas; and Metal Inert Gas (MIG) welding; sheet metal repair; High Volume Low Pressure (HVLP) guns; undercoat materials and complete painting.

*Recommendation:*

This course provides instruction on the principles of automotive collision repair and painting, including safety practices; vehicle construction, gas, and Metal Inert Gas (MIG) welding; sheet metal repair; High Volume Low Pressure (HVLP) guns; undercoat materials and complete painting.

8. Construction Technology 108abcd – Advanced Cabinet Making Laboratory

*Current Status/Proposed Change*

This course ~~is designed to allow~~ provides students the opportunity to develop advanced skills ~~levels~~ in the design and fabrication of cabinets. Emphasis ~~will be~~ is

placed on the use of jigs, fixtures, and production techniques. The latest hardware and fastening techniques ~~will be~~ are introduced ~~explored extensively.~~

Note: The expense of the class to the student will be determined by the student's personal project ~~of the student and approved by the instructor.~~

*Recommendation:*

This course provides students the opportunity to develop advanced skill levels in the design and fabrication of cabinets. Emphasis is placed on the use of jigs, fixtures and production techniques. The latest hardware and fastening techniques are introduced.

Note: The expense of the class to the student will be determined by the student's personal project.