

EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE
April 24, 2018

CALL TO ORDER

Meeting called to order at 2:32 p.m. by Chair Young.

Recorder: C. Escutia

Members:

Present: M. Anderson, M. Chaban, R. Donegan, R. Ekimyan, D. Eldanaf, |
E. French-Preston, L. Houske, J. Minei, R. Miranda, D. Roman, C. Striepe

Absent: R. Davis, J. Shankweiler, A. Sharp,

Ex-Officio Members:

Present: L. Clowers, A. Osanyinpeju, L. Plum,

Absent: I. Castro, L. Suekawa, L. Young

Guests: D. Gonzales, L. Linka, J. Meredith, D. Richardson, B. Tran

I. APPROVAL OF MINUTES

Minutes of March 27, 2018, were approved via email by the College Curriculum Committee on March 30, 2018.

II. CHAIR'S REPORT

College Curriculum Committee Chair – J. Young

Chair Young thanked the committee for their review for today's meeting, with special recognition for M. Chaban and the Standard Review Committee for reviewing 58 proposals that are now on the consent agenda. This was in addition to the 18 Full Review and 6 degrees and certificates.

Chair Young, reminded the committee to keep the "Big Picture in Mind" as they are developing and reviewing curriculum. This means that if you have changes to curriculum that affect a degree or certificate, they should be brought in at the same time. As an example, today we are reviewing three new courses, ATEC 51, 52, and 53, and the degrees and certificates. This is an effective and efficient way to submit proposals.

Chair Young noted that several CCC members had concerns about some of the formatting for major topics in the outlines. She explained, that when reviewing the proposals under the "CC – Course Comparison" feature, the numbering and the formatting is off. If it is too scrambled to understand, click on the "WR" to see the clean copy of the outline.

Chair Young reported that DigArc gave a two-hour presentation on campus on April 4, 2018. It was very well attended by Administrators, Marketing and Communications, ITS and a few faculty members. In addition, the CCC was invited to participate in a webinar on Tuesday, April 17, hosted by Elsie Hall from Central New Mexico Community College. Chair Young mentioned that she had a personal phone conversation with Ms. Hall in March regarding DigArc.

The College is moving closer to purchasing DigArc for curriculum management and an online catalog. The tentative schedule is to get the catalog online in fall 2018, with implementation of the curriculum component in spring 2019. The good news is that we will not have to cut off curriculum review in December in order to make the catalog deadline. We are not 100% sure of the new deadline because courses still need to be Board approved and meet schedule development deadlines.

Chair Young reminded the committee that they earn 8 hours of flex credit per year for their service. C. Escutia will be sending the names of faculty to the Professional Development Office. L. Houske recommended, and the CCC concurred, that the College should consider increasing the amount of flex credit for CCC members because of the amount of time members spend reviewing curriculum and attending DCC and CCC meetings. Chair Young will look into this.

Chair Young apprised the committee that, in order to comply with requirements from the Board of Registered Nursing (BRN), the Nursing Department is revising their entire curriculum. This includes 17 courses and the AS Degree. These courses will come to the CCC at the June 5 meeting.

Based on glitches in CurricUNET, Degrees and Certificates will be reviewed via hard copy only. The forms are being revised to clarify the documentation requirements. Members will be advised when the new forms will be available on the CCC website. If you are working on a degree or certificate, please contact Chair Young or Advisor Plum so they can advise you.

Chair Young explained that L. Plum and she participated in a webinar presented by the Los Angeles Orange County Regional Consortium (LAOCRC). This webinar provided an overview of the submission and review process that is required for CTE degrees and certificates of achievement. The process is 100% online. Training on this topic will be presented at a future meeting. However, a link to the forms and a recording to the webinar were sent to the CCC on April 24, 2018.

III. CURRICULUM ADVISOR'S REPORT

Curriculum Advisor – L. Plum

The Code Alignment review took place on April 6. ECC is now in the position to review all courses and programs currently active in the system to better align with the information obtained in the meeting. The revisions discussed and suggested at the meeting have been received and will be made by the CCC as soon as possible. The assignment of codes will also be integrated into the curriculum process to ensure they are accurate and assigned by the appropriate people at the beginning of the process and not the end. Plans will be developed for each division so that all active courses and programs can be reviewed for accuracy. All faculty that participated should have received flex credit for the review of the codes assigned to their courses and programs.

There is still time left to add nominees for the CCC Chair election. Please email L. Plum if you are interested and your name will be added to the ballot. The ballots will be created for the next meeting.

IV. CURRICULUM REVIEW

A. Full Course Review

The committee approved the following courses, which are ready for final action:

1. Architecture 104 (ARCH 104)
2. Architecture 150A (ARCH 150A)
3. Architecture 150B (ARCH 150B)
4. Automotive Technology 51 (ATEC 51)
5. Automotive Technology 52 (ATEC 52)
6. Automotive Technology 53 (ATEC 53)
7. English as a Second Language 52C (ESL 52C)
8. English as a Second Language 53A (ESL 53A)
9. Physical Education 16abc (PE 16abc)
10. Physical Education 18A (PE 18A)
11. Physical Education 18B (PE 18B)
12. Physical Education 66abc (PE 66abc)
13. Physical Education 116abc (PE 116abc)
14. Physical Education 245 (PE 245)
15. Physical Education 247 (PE 247)
16. Physical Education 251A (PE 251A)
17. Physical Education 270 (PE 270)
18. Physical Education 280 (PE 280)

B. Full Program Review

The committee approved the following programs, which are ready for final action:

1. Automotive Technology: Hybrid, Electric and Alternative Fuels A.S. Degree
2. Automotive Technology: Hybrid, Electric and Alternative Fuels Certificate of Accomplishment
3. Automotive Technology: Hybrid, Electric and Alternative Fuels Certificate of Achievement
4. Cosmetology A.S. Degree
5. Cosmetology: Cosmetology Level II Certificate of Achievement

C. Consent Agenda Proposals

The committee approved the following courses, which are ready for final action:

1. Administration of Justice 107 (AJ 107)
2. Administration of Justice 109 (AJ 109)
3. Administration of Justice 130 (AJ 130)
4. Administration of Justice 133 (AJ 133)
5. Administration of Justice 134 (AJ 134)
6. Administration of Justice 135 (AJ 135)
7. Air Conditioning and Refrigeration 21 (ACR 21)
8. Architecture 100 (ARCH 100)
9. Architecture 170 (ARCH 170)
10. Architecture 171 (ARCH 171)
11. Architecture 172 (ARCH 172)
12. Architecture 179 (ARCH 179)
13. Architecture 199 (ARCH 199)
14. Computer Aided Design/Drafting 43 (CADD 43)

15. Computer Aided Design/Drafting 45 (CADD 45)
16. Cosmetology 11 (COSM 11)
17. Cosmetology 16 (COSM 16)
18. Cosmetology 20 (COSM 20)
19. Cosmetology 21 (COSM 21)
20. Engineering Technology 10 (ETEC 10)
21. Engineering Technology 16 (ETEC 16)
22. Engineering Technology 18 (ETEC 18)
23. Engineering Technology 18A (ETEC 18A)
24. Engineering Technology 18B (ETEC 18B)
25. Fashion 14 (FASH 14)
26. Fashion 26A (FASH 26A)
27. Fashion 35 (FASH 35)
28. Fashion 41 (FASH 41)
29. Fire and Emergency Technology 19 (FTEC 19)
30. First Aid 1 (FAID 1)
31. Humanities 1 (HUMA 1)
32. Journalism 9abcd (JOUR 9abcd)
33. Journalism 11abcd (JOUR 11abcd)
34. Journalism 12 (JOUR 12)
35. Machine Tool Technology 10A (MTT 10A)
36. Machine Tool Technology 105 (MTT 105)
37. Machine Tool Technology 107 (MTT 107)
38. Respiratory Care 170 (RC 170)
39. Respiratory Care 172 (RC 172)
40. Respiratory Care 174 (RC 174)
41. Respiratory Care 176 (RC 176)
42. Respiratory Care 178 (RC 178)
43. Respiratory Care 280 (RC 280)
44. Respiratory Care 282 (RC 282)
45. Respiratory Care 284 (RC 284)
46. Respiratory Care 286 (RC 286)
47. Respiratory Care 288 (RC 288)
48. Respiratory Care 289 (RC 289)
49. Respiratory Care 290 (RC 290)
50. Respiratory Care 291 (RC 291)
51. Respiratory Care 292 (RC 292)
52. Respiratory Care 293 (RC 293)
53. Respiratory Care 294 (RC 294)
54. Respiratory Care 295 (RC 295)
55. Respiratory Care 296 (RC 296)
56. Respiratory Care 297 (RC 297)
57. Respiratory Care 298 (RC 298)

CURRICULUM DISCUSSION

A. Full Course Review

Health Sciences & Athletics Division

The following courses were presented for course review:

Physical Education 16abc Off-Season Training for Men's Intercollegiate Basketball Team;
Physical Education 18A Beginning Boxing;
Physical Education 66abc Off-Season Training for Men's Intercollegiate Tennis Team;
Physical Education 116abc Off-Season Training for Women's Intercollegiate Tennis Team;
Physical Education 245 Water Aerobics;
Physical Education 247 Swimming, Lifeguard Training;
Physical Education 251A Beginning Tennis;
Physical Education 270 Fitness and Sports Nutrition; and
Physical Education 280 Exercise and Nutrition Programs for Fitness and Weight Management.

Physical Education 18B Intermediate Boxing was presented as a new course.

There were no comments or questions from the committee.

It was moved by D. Roman to approve, J. Minei seconded. The motion carried.

Humanities Division

English as a Second Language 52C Advanced Reading and English as a Second Language 53A Elementary Writing and Grammar were presented for course review. There were no questions or comments from the committee.

It was moved by C. Striepe to approve, L. Houske seconded. The motion carried.

Industry & Technology Division

Architecture 104 History of Western Architecture, Architecture 150A Construction Documentation I and Architecture 150B Construction Documentation II were presented for CTE two-year course review.

Automotive Technology 51 Introduction to Alternative Fuel Vehicles; Automotive Technology 52 Introduction to Hybrid, Electric and Fuel-Cell Vehicle Technology; and Automotive Technology 53 Hybrid, Fuel-Cell and Electric Vehicle Diagnosis & Repair were presented as new courses.

There were no questions or comments from the committee.

It was moved by M. Anderson to approve, D. Roman seconded. The motion carried.

B. Full Program Review

Industry & Technology Division

Chair Young tabled the Air Conditioning and Refrigeration: Energy Efficiency Certificate of Accomplishment for the next meeting in order to give Vice President J. Shankweiler time to review.

The Automotive Technology: Hybrid, Electric and Alternative Fuels A.S. Degree, Certificate of Accomplishment and Certificate of Achievement were presented as new program proposals.

The Cosmetology A.S. Degree and Cosmetology Level II Certificate of Achievement were presented for program revisions.

There were no questions or comments from the committee.

It was moved by E. French-Preston to approve, J. Minei seconded. The motion carried.

C. Consent Agenda Proposals

Chair Young tabled Fire and Emergency Technology 15 Fire Academy for the next meeting as additional documentation is needed from the division.

It was moved by D. Roman, seconded by C. Striepe, that the committee approve the 57 consent agenda proposals. The motion carried.

V. VICE PRESIDENT'S REPORT - No report

VI. ANNOUNCEMENTS

- CCC Meeting #5: May 8, 2018 – 2:30-4:30 p.m., DE/Library 166

VII. ADJOURNMENT

Chair Young called for a motion to adjourn the meeting. M. Chaban moved to adjourn, D. Roman seconded, and the motion carried. Meeting was adjourned at 2:57 p.m.

EL CAMINO COLLEGE
COLLEGE CURRICULUM COMMITTEE

April 24, 2018

Approved Curriculum Changes Proposed for 2019-2020

New Courses

1. Automotive Technology 51 - Introduction to Alternative Fuel Vehicles
Units: 2.0 Lecture Hours: 2.0 Lab hours: 0 Faculty Load: 13.33%
Recommended Preparation: English A
Grading Method: Letter
Credit Status: Associate Degree Credit

This course provides an overview of alternative fuels and hybrid vehicles. Topics include a brief history of alternative fuels, pros and cons of each fuel, and discussions on whether an alternative fuel vehicle is right for the consumer. The background of different fuels and an overview of current and future fuel types will be explored.

2. Automotive Technology 52 - Introduction to Hybrid, Electric and Fuel-Cell Vehicle Technology
Units: 3.0 Lecture Hours: 2.0 Lab hours: 3.0 Faculty Load: 28.33%
Prerequisite: Automotive Technology 1 with a minimum letter grade of C or concurrent enrollment
Recommended Preparation: English A and Automotive Technology 51
Grading Method: Letter
Credit Status: Associate Degree Credit

This course explores the use of hybrid and electric battery power for vehicle transportation. Topics will include safety when using high voltage, maintenance, drivability, inverter, Direct Current to Alternating Current (DC/AC), power transfer, and battery technology. The physics of battery storage, hybrid generation systems, electric vehicle applications and their integrated systems from various manufacturers will be presented. Hybrid and high voltage service and maintenance procedures will also be discussed. Students will develop the knowledge and skills to complete the L-3 Automotive Service Excellence (ASE) exam.

3. Automotive Technology 53 - Hybrid, Fuel-Cell and Electric Vehicle Diagnosis & Repair
Units: 3.0 Lecture Hours: 2.0 Lab hours: 3.0 Faculty Load: 28.33%
Prerequisite: Automotive Technology 52 and Automotive Technology 22B or Automotive Technology 25 with a minimum letter grade of C in prerequisite or concurrent enrollment
Recommended Preparation: English A
Grading Method: Letter
Credit Status: Associate Degree Credit

This course provides the student with the skills necessary to diagnose and repair basic to intermediate level malfunctions with hybrid, fuel-cell and electric vehicles. Students will perform regular maintenance service activities, testing with repair procedures, refueling, and Original Equipment Manufacturer (OEM) scan tool operations. This will instruct students in identifying and utilizing tools and equipment that can be sourced from manufacturers to facilitate these operations.

4. Physical Education 18B - Intermediate Boxing

Units: 1.0 Lecture Hours: 0 Lab hours: 3.0 Faculty Load: 15.00%

Prerequisite: Physical Education 18 with a minimum grade of C or equivalent

Grading Method: Letter

Credit Status: Associate Degree Credit

Proposed CSU Transfer

Proposed CU Transfer

El Camino College AA/AS General Education - Area 5

This course expands on the skills and knowledge of beginning boxing. Students will advance from basic boxing fundamentals to intermediate level techniques and sparring, while enhancing balance, cardiorespiratory endurance, core and strength training.

Course Review

1. English as a Second Language 53A - Elementary Writing and Grammar
2. Humanities 1 - An Introduction to the Humanities
3. Physical Education 16abc - Off-Season Training for Men's Intercollegiate Basketball Team
4. Physical Education 66abc - Off-Season Training for Men's Intercollegiate Tennis Team
5. Physical Education 116abc - Off-Season Training for Women's Intercollegiate Tennis Team
6. Physical Education 245 - Water Aerobics

Course Review; New Distance Education Online/Hybrid Course Version

1. English as a Second Language 52C - Advanced Reading

Course Review; Change in Catalog Description; New Distance Education Online Course Version

1. Physical Education 270 - Fitness and Sports Nutrition

Current Status/Proposed Changes

This course examines the nutritional and dietary requirements of actively exercising physically active adults and those engaged involved in competitive sports athletic competition. The course emphasizes the study of optimal nutritional regimens for improved fitness and performance nutrition regimens as an integral part of overall health and peak performance. Emphasis is placed on human nutrition needs, the role of supplements as ergogenic aids, and the integration of diet and exercise in achieving goal optimal body weight and composition.

Recommendation

This course examines the nutritional and dietary requirements of physically active adults and those involved in athletic competition. The course emphasizes optimal nutrition regimens as an integral part of overall health and peak performance. Emphasis is placed on human nutrition needs, the role of supplements as ergogenic aids, and the integration of diet and exercise in achieving optimal body composition.

Course Review; Changes in Catalog Description, Course number, Descriptive Title

Current Status/Proposed Changes

1. Physical Education ~~181~~18A - Beginning Boxing

This course examines the skills, rules, etiquette, and strategies for ~~boxing~~ the beginning boxer. Students will utilize correct body positioning and footwork as well as the principles and mechanics of punches and defenses. The training aspects of boxing as well as conditioning and fitness strategies will also be covered.

Recommendation

Physical Education 18A - Beginning Boxing

This course examines the skills, rules, etiquette, and strategies for the beginning boxer. Students will utilize correct body positioning and footwork as well as the principles and mechanics of punches and defenses. The training aspects of boxing as well as conditioning and fitness strategies will also be covered.

2. Physical Education ~~251~~ 251A - Beginning Tennis

This course offers tennis instruction, practice, and competitive play that is suited for ~~students at every skill level~~ the beginning player. Basic ~~and advanced~~ strokes, rules of the game, tactics, and strategies for singles and doubles play will be presented with the aim of improving the student's current ability level. ~~Exercise training specific to the physical demands of tennis will be included along with discussions on the mental aspects of the sport and prevention of tennis related injuries. Students successfully completing the course will acquire adequate skills and knowledge to enjoy tennis as a lifelong sport.~~

Recommendation

Physical Education 251A - Beginning Tennis

This course offers tennis instruction, practice, and competitive play that is suited for the beginning player. Basic strokes, rules of the game, tactics, and strategies for singles and doubles play will be presented with the aim of improving the student's current ability level.

Course Review; Changes in Catalog Description, Conditions of Enrollment (Pre/Corequisite, Recommended Preparation or Enrollment Limitation), Transfer Status; New Distance Education Online/Hybrid Course Version

1. Physical Education 280 - Exercise and Nutrition Programs for Fitness and Weight Management

Current Status/Proposed Changes

Recommended Preparation: ~~eligibility for English A and 84 1A~~

Transfer CSU

Proposed Transfer UC

Students will be given guidelines for the design of individual exercise programs of aerobic fitness, weight loss, and development of muscle mass, muscle strength, and joint flexibility. Nutritional support for optimizing these fitness objectives is integrated throughout the course. Students participate in both classroom discussions and relevant exercise training ~~in the El Camino College Fitness Center~~. Measurement of aerobic fitness ($\dot{V}O_{2max}$), body composition, and tests of muscle function will be conducted to guide exercise and dietary recommendations.

Recommendation

Recommended Preparation: English 1A

Transfer CSU

Proposed Transfer UC

Students will be given guidelines for the design of individual exercise programs of aerobic fitness, weight loss, and development of muscle mass, muscle strength, and joint flexibility. Nutritional support for optimizing these fitness objectives is integrated throughout the course. Students participate in both classroom discussions and relevant exercise training. Measurement of aerobic fitness, body composition, and tests of muscle function will be conducted to guide exercise and dietary recommendations.

Course Review; Changes in Catalog Description, Conditions of Enrollment (Pre/Corequisite, Recommended Preparation or Enrollment Limitation), Units, Lab Hours, Faculty Load

1. Physical Education 247 - Swimming, Lifeguard Training

Current Status/Proposed Changes

Units: ~~4-0~~ 2.0 Lecture Hours: 1.0 Lab Hours: ~~4-0~~ 3.0 Faculty Load: ~~11.67%~~ 21.67%

~~Recommended Preparation: English 84~~

This course follows the American Red Cross (ARC) Lifeguard Training program and provides the opportunity for certification in Red Cross Lifeguard, ~~Waterfront Lifeguard, Lifeguard Management~~, First Aid, and Cardiopulmonary Resuscitation (CPR) for the professional rescuer with Automated External Defibrillation (AED). Emphasis is placed on personal safety, professional conduct, injury prevention, emergency preparation, public interaction, and rescue techniques for pool and non-surf open water environments.

~~Instruction with certification is also incorporated into the course for automated external defibrillation (AED) and oxygen administration.~~

Recommendation

Units: 2.0 Lecture Hours: 1.0 Lab Hours: 3.0 Faculty Load: 21.67%

This course follows the American Red Cross (ARC) Lifeguard Training program and provides the opportunity for certification in Red Cross Lifeguard, First Aid, and Cardiopulmonary Resuscitation (CPR) for the professional rescuer with Automated External Defibrillation (AED). Emphasis is placed on personal safety, professional conduct, injury prevention, emergency preparation, public interaction, and rescue techniques for pool and non-surf open water environments.

CTE Two-Year Course Review

1. Administration of Justice 133 - Fingerprint Classification and Investigation
2. Air Conditioning and Refrigeration 21 - Air Conditioning Fundamentals
3. Architecture 170 - Architectural Graphics Techniques
4. Architecture 171 - Architectural Three-Dimensional Illustration
5. Architecture 199 - Architecture Design Studio
6. Cosmetology 21 - Advanced Esthetician
7. Engineering Technology 10 - Principles of Engineering Technology
8. Engineering Technology 16 - Computer Integrated Manufacturing
9. Fashion 14 - Apparel Production Technologies
10. Fashion 41 - Fashion Analysis and Selection
11. Fire and Emergency Technology 19 - Fire Service Entrance Preparation
12. Journalism 12 - Mass Media and Society
13. Machine Tool Technology 10A - Introduction to CAD/CAM
14. Machine Tool Technology 107 - Advanced Manufacturing Processes
15. Respiratory Care 170 - Introduction to the Respiratory Care Sciences and the Profession
16. Respiratory Care 172 - Fundamentals of Cardiopulmonary Physiology and Pharmacology in Respiratory Care
17. Respiratory Care 174 - Introduction to Respiratory Care Equipment and Patient Care Procedures
18. Respiratory Care 176 - Introduction to the Respiratory Care of the Non-Critically Ill Patient
19. Respiratory Care 178 - Respiratory Care of the Critically Ill Patient I
20. Respiratory Care 280 - Respiratory Care of the Critically Ill Patient II
21. Respiratory Care 282 - Fundamentals of Perinatal and Pediatric Respiratory Care
22. Respiratory Care 284 - Respiratory Care of the Critically Ill Patient III
23. Respiratory Care 286 - Fundamentals of Pulmonary Rehabilitation and Home
24. Respiratory Care 288 - Fundamentals of Pulmonary Function Testing
25. Respiratory Care 289 - Advanced Respiratory Care of the Asthmatic Patient
26. Respiratory Care 290 - Advanced Specialty Respiratory Gases

27. Respiratory Care 291 - Advanced Specialty Ventilators and Specialized Oxygen Delivery Devices
28. Respiratory Care 292 - Advanced Clinical Application and Interpretation of Blood Gases
29. Respiratory Care 293 - Cardiac Monitoring in Advanced Respiratory Care
30. Respiratory Care 294 - Pulmonary Function Testing in Advanced Respiratory Care
31. Respiratory Care 295 - Pharmacology in Advanced Respiratory Care
32. Respiratory Care 296 - Physical Examination in Advanced Respiratory Care
33. Respiratory Care 297 - Perinatal and Pediatric Care in Advanced Respiratory Care
34. Respiratory Care 298 - Advanced Emergency Management

CTE Two-Year Course Review; Change in Catalog Description

1. Administration of Justice 134 - Introduction to Crime Analysis

Current Status/Proposed Changes

This course is designed to ~~acquaint the student with the techniques necessary~~ develop basic crime analysis skills needed in today's law enforcement environment. Students will analyze data and transform their analyses into specific and proactive plans to combat crime related problems. The course prepares law enforcement professionals, both sworn and civilian, who are integrally involved in community-based policing programs, which respond to a community's quality-of-life issues.

Recommendation

This course is designed to develop basic crime analysis skills needed in today's law enforcement environment. Students will analyze data and transform their analyses into specific and proactive plans to combat crime related problems. The course prepares law enforcement professionals, both sworn and civilian, who are integrally involved in community-based policing programs, which respond to a community's quality-of-life issues.

2. Architecture 150A - Construction Documentation I

Current Status/Proposed Changes

This course is an introduction ~~in creating construction documents for a small house. Line, lettering, sketching, and drawing techniques will be developed.~~ to construction document development. Building codes and zoning codes will be introduced along with the functions of framing members in wood and steel frame construction (Type V). Manual hand drafting techniques, sketching and Computer Aided Drafting (CAD) ~~will be introduced to students to create~~ and Building Information Modeling (BIM) skills will be utilized in developing construction documents.

Recommendation

This course is an introduction to construction document development. Building codes and zoning codes will be introduced along with the functions of framing members in wood and steel frame construction (Type V). Manual hand drafting techniques, sketching, Computer Aided Drafting (CAD) and Building Information Modeling (BIM) skills will be utilized in developing construction documents.

3. Architecture 172 - Architectural Color Rendering Techniques

Current Status/Proposed Changes

This course is the study of rendering techniques used by ~~illustrator~~ illustrators to delineate architectural drawings. Topics include color theory and hue schemes. Both manual and computer graphic techniques will be ~~taught~~ covered.

Recommendation

This course is the study of rendering techniques used by illustrators to delineate architectural drawings. Topics include color theory and hue schemes. Both manual and computer graphic techniques will be covered.

4. Computer Aided Design/Drafting 43 - Design Process and Concepts

Current Status/Proposed Changes

This advanced design and drafting course addresses the processes of product design, from concept through final production drawings, ~~and focuses on the documentation.~~ Documentation requirements for each step ~~of these processes~~ include: design requirements definition, conceptual design, design evaluation/refinement, preliminary design, detail design, and final production documentation. Industry practices are stressed throughout the course as students develop skills in conceptual sketching, orthographic projection, dimensioning and tolerancing, and drawing notes. Research, planning and sketching are done manually, while formal drawings are prepared on a personal computer utilizing appropriate Computer Aided Design/Drafting (CADD) software.

Recommendation

This advanced design and drafting course addresses the processes of product design, from concept through final production drawings. Documentation requirements for each step include: design requirements definition, conceptual design, design evaluation/refinement, preliminary design, detail design, and final production documentation. Industry practices are stressed throughout the course as students develop skills in conceptual sketching, orthographic projection, dimensioning and tolerancing, and drawing notes. Research, planning and sketching are done manually, while formal drawings are prepared on a personal computer utilizing appropriate Computer Aided Design/Drafting (CADD) software.

5. Computer Aided Design/Drafting 45 - Geometric Dimensioning and Tolerancing

Current Status/Proposed Changes

This course covers the application and interpretation of Geometric Dimensioning and Tolerancing (GD&T) as prescribed by the American Society of Mechanical Engineers, (ASME) Y14.5 2009 standard. It includes tolerance zone generation and interpretation using Maximum Material Condition (MMC), Least Material Condition (LMC), and Regardless of Feature Size (RFS) principles. Also covered are datum referencing and simulation, tolerances of form, orientation, runout, position and bonus tolerances. The course emphasizes the identification and use of datums and positional tolerances.

Recommendation

This course covers the application and interpretation of Geometric Dimensioning and Tolerancing (GD&T) as prescribed by the American Society of Mechanical Engineers

(ASME) Y14.5 2009 standard. It includes tolerance zone generation and interpretation using Maximum Material Condition (MMC), Least Material Condition (LMC) and Regardless of Feature Size (RFS) principles. Also covered are datum referencing and simulation, tolerances of form, orientation, runout, position and bonus tolerances. The course emphasizes the identification and use of datums and positional tolerances.

6. Cosmetology 11 - Introduction to Cosmetology II

Current Status/Proposed Changes

This is the second of a two-course introductory series ~~covering the principles and practical operations of cosmetology techniques, procedures, and equipment~~ covering cosmetology procedures for wet and thermal styling, permanent waving, chemical straightening, hair coloring, scalp treatments, facials, ~~and~~ manicuring and pedicuring. ~~This is the second course in a~~ course is one of a sequence of courses that prepares students for the State Board of Cosmetology examination and employment.

Recommendation

This is the second of a two-course introductory series covering cosmetology procedures for wet and thermal styling, permanent waving, chemical straightening, hair coloring, scalp treatments, facials, manicuring and pedicuring. This course is one of a sequence of courses that prepares students for the State Board of Cosmetology examination and employment.

7. Cosmetology 20 - Introduction to Esthetician

Current Status/Proposed Changes

This course is an introduction ~~in~~ to the principles of esthetician procedures. Students are introduced to the theory and practices of esthetician applications for facial, health, ~~safety~~ client protection and safety, hair removal and makeup applications. The lab is designed to support the esthetician student with ~~an~~ extensive ~~forum~~ opportunities for the development of esthetician skills, techniques, safety and sanitation practices according to the California State Board of Barbering and Cosmetology.

Recommendation

This course is an introduction to the principles of esthetician procedures. Students are introduced to the theory and practices of esthetician applications for facial, health, client protection and safety, hair removal and makeup applications. The lab is designed to support the esthetician student with extensive opportunities for the development of esthetician skills, techniques, safety and sanitation practices according to the California State Board of Barbering and Cosmetology.

8. Engineering Technology 18 - Engineering Design and Development

Current Status/Proposed Changes

In this capstone course, ~~teams of students will work together to~~ students work in teams to design and construct solutions to engineering problems. Emphasis will be placed on research methods, design problem statements, continuous improvement, cost analysis, prototyping, testing methods, project construction, and project presentation.

Recommendation

In this capstone course, students work in teams to design and construct solutions to engineering problems. Emphasis will be placed on research methods, design problem statements, continuous improvement, cost analysis, prototyping, testing methods, project construction and project presentation.

9. Engineering Technology 18A - Engineering Design and Development I

Current Status/Proposed Changes

This is the first course in a two-course sequence that covers engineering design and development concepts. In this capstone course, ~~teams of students will work together to~~ in teams to design and construct solutions to engineering problems. Emphasis will be placed on research methods, design problem statements, continuous improvement, cost analysis, and prototyping. Knowledge gained will be applied to a design solution of a problem assigned in the capstone project.

Recommendation

This is the first course in a two-course sequence that covers engineering design and development concepts. In this capstone course, students work in teams to design and construct solutions to engineering problems. Emphasis will be placed on research methods, design problem statements, continuous improvement, cost analysis and prototyping. Knowledge gained will be applied to a design solution of a problem assigned in the capstone project.

10. Engineering Technology 18B - Engineering Design and Development II

Current Status/Proposed Changes

This is the second course in a two-course sequence that covers engineering design and development. In this capstone course, ~~teams of students will work together~~ students work together in teams to design and construct solutions to engineering problems. Emphasis will be placed on testing methods, project construction, project presentation, and professional peer review.

Recommendation

This is the second course in a two-course sequence that covers engineering design and development. In this capstone course, students work together in teams to design and construct solutions to engineering problems. Emphasis will be placed on testing methods, project construction, project presentation and professional peer review.

11. Fashion 26A - Basic Design and Patternmaking

Current Status/Proposed Changes

This course covers manual flat pattern methods for ~~dress~~ dresses and separates apparel using the basic sample size for women's and girls' wear.

Recommendation

This course covers manual flat pattern methods for dresses and separates apparel using the basic sample size for women's and girls' wear.

12. Fashion 35 - Applied Color Theory

Current Status/Proposed Changes

In this course, students are introduced to the essential theories of color perception and applied problems involving color interaction phenomena, effects, and function that occur in fashion design. Students will use color as a visual language to modify space ~~perception~~ and shape perception and to generate ~~an emotional response~~ desired effects when applied to fashion.

Recommendation

In this course, students are introduced to the essential theories of color perception and applied problems involving color interaction phenomena, effects, and function that occur in fashion design. Students will use color as a visual language to modify space and shape perception and to generate desired effects when applied to fashion.

13. Journalism 9abcd - Magazine Editing and Production

Current Status/Proposed Changes

This course covers all aspects of magazine production with an emphasis on developing, writing, and editing ~~in-depth~~ magazine feature stories, selecting photographs and art, designing pages, creating a production schedule, managing an editorial staff, overseeing advertising and producing a print and digital magazine for publication. Subsequent semesters of the course will strengthen writing, editing and design skills by increasing the variety and sophistication of production experiences. Throughout this course, all students are trained and prepared to compete in a variety of journalism competitions.

Recommendation

This course covers all aspects of magazine production with an emphasis on developing, writing, and editing magazine feature stories, selecting photographs and art, designing pages, creating a production schedule, managing an editorial staff, overseeing advertising and producing a print and digital magazine for publication. Subsequent semesters of the course will strengthen writing, editing and design skills by increasing the variety and sophistication of production experiences. Throughout this course, all students are trained and prepared to compete in a variety of journalism competitions.

14. Journalism 11abcd - Newspaper Publication

Current Status/Proposed Changes

This course provides instruction and laboratory experience in the ~~writing~~ gathering, assembling, designing, and publishing ~~of news for~~ news for the college newspaper. Students ~~receive gain~~ gain experience in news, feature, opinion, review and sports writing as well as learn ~~computer software~~ desktop publishing programs to produce all aspects of the student newspaper. All students enrolled in this course produce content for scholastic competition on the regional, state, and national level.

Recommendation

This course provides instruction and laboratory experience in the gathering, assembling, designing, and publishing news for the college newspaper. Students gain experience in news, feature, opinion, review and sports writing as well as learn desktop publishing programs to produce all aspects of the student newspaper. All students enrolled in this

course produce content for scholastic competition on the regional, state, and national level.

15. Machine Tool Technology 105 - Conventional and CNC Milling

Current Status/Proposed Changes

In this course, students will study at an advanced level the principles and operation of conventional and Computer Numerically Controlled (CNC) machine tools with an emphasis on the ~~set-up~~ setup and operation of milling machines. Topics will include safety, drilling, milling, tapping, tooling, CNC programming practices, and setups as applied in industry.

Recommendation

In this course, students will study at an advanced level the principles and operation of conventional and Computer Numerically Controlled (CNC) machine tools with an emphasis on the setup and operation of milling machines. Topics will include safety, drilling, milling, tapping, tooling, CNC programming practices, and setups as applied in industry.

CTE Two-Year Course Review; Change in Conditions of Enrollment (Pre/Corequisite, Recommended Preparation or Enrollment Limitation)

1. First Aid 1- First Aid, Cardiopulmonary Resuscitation (CPR) and Basic Emergency Care

Current Status/Proposed Changes

~~Recommended Preparation: eligibility for English A or English 84~~

Recommendation

(Remove recommended preparation)

CTE Two-Year Course Review; Distance Education Review

1. Administration of Justice 130 - Criminal Procedures

CTE Two-Year Course Review; Changes in Catalog Description, Conditions of Enrollment (Pre/Corequisite, Recommended Preparation or Enrollment Limitation)

1. Administration of Justice 109 - Introduction to Police Patrol Procedures

Current Status/Proposed Changes

Recommended Preparation: English 84 A

This course covers the study of the history and development of police patrol. Topics covered include functions of patrol; , investigative duties of the field officer; , techniques for planning patrol activities; , handling complaints and requests for service; , field interviews; , searches ~~and~~ , seizures and arrests; , civil and domestic disturbances ; and the handling of traffic related problems.

Recommendation

Recommended Preparation: English A

This course covers the study of the history and development of police patrol. Topics covered include functions of patrol, investigative duties of the field officer, techniques for planning patrol activities, handling complaints and requests for service, field interviews, searches, seizures and arrests, civil and domestic disturbances and the handling of traffic related problems.

2. Architecture 150B - Construction Documentation II

Current Status/Proposed Changes

Prerequisite: Architecture ~~119~~ and 150A with a minimum grade of C or equivalent

Recommended Preparation: Architecture 119 or equivalent architectural AutoCAD skills

~~This course is an advanced-level architectural course in creating all the construction documents needed for a new two-story residential building. Current construction document development class. Current zoning and building codes will be explored to understand the design impact on the project residence and eco-friendly design and construction technology. Sketching techniques and design including Green Building Code and Net Zero. Sketching techniques, Computer Aided Design (CAD) will and Building Information Modeling (BIM) skills will be developed to create construction documents.~~

Recommendation

Prerequisite: Architecture 150A with a minimum grade of C or equivalent

Recommended Preparation: Architecture 119 or equivalent architectural AutoCAD skills

This course is an advanced-level construction document development class. Current zoning and building codes will be explored to understand the design impact on the project design including Green Building Code and Net Zero. Sketching techniques, Computer Aided Design (CAD) and Building Information Modeling (BIM) skills will be developed to create construction documents.

3. Architecture 179 - Design/Build Studio

Current Status/Proposed Changes

Prerequisite: Architecture ~~150A or Construction Technology 100~~ 199 and Environmental Technology 165 with a minimum grade of C in prerequisite or equivalent

~~This course is a multi-disciplinary course that introduces architectural and construction students disciplinary design studio that introduces students to the building design and construction process. Team collaboration will be stressed from the generation of the building design through the fabrication of the structure. Scheduling, budgeting and financing of construction projects will also be studied.~~

Recommendation

Prerequisite: Architecture 199 and Environmental Technology 165 with a minimum grade of C in prerequisite or equivalent

This course is a multi-disciplinary design studio that introduces students to the building design and construction process. Team collaboration will be stressed from the generation of the building design through the fabrication of the structure.

4. Cosmetology 16 - Cosmetology Applications

Current Status/Proposed Changes

Prerequisite: Cosmetology 1 or Cosmetology 10 and Cosmetology 11 with a minimum grade of C in prerequisite or equivalent

This course covers the study of intermediate principles, procedures, techniques, and practical operations of cosmetology equipment. It is designed as an intensive, multidisciplinary workshop in the most common cosmetology processes. Lectures center on the theories of the practice of cosmetology and their ~~application~~ applications. Laboratory work is designed to provide the student with a forum for development of intermediate cosmetology skills, techniques, safety practices and sanitation procedures.

Recommendation

Prerequisite: Cosmetology 1 or Cosmetology 10 and Cosmetology 11 with a minimum grade of C in prerequisite or equivalent

This course covers the study of intermediate principles, procedures, techniques and practical operations of cosmetology equipment. It is designed as an intensive, multidisciplinary workshop in the most common cosmetology processes. Lectures center on the theories of the practice of cosmetology and their applications. Laboratory work is designed to provide the student with a forum for development of intermediate cosmetology skills, techniques, safety practices and sanitation procedures.

CTE Two-Year Course Review; Changes in Catalog Description; Distance Education Review

1. Administration of Justice 107 - Crime and Control - An Introduction to Corrections

Current Status/Proposed Changes

This is a basic course covering crime, criminal behavior and social attempts at controlling such behavior. Emphasis in this course is placed on traditional types of punishment, such as incarceration, as well as rehabilitation, probation, parole and diversion. Incarceration issues include officer and inmate safety, physical security aspects of prison, ~~and prisoner~~ inmate discipline and code of conduct. Rehabilitation topics include education, job skills training and parole. This course covers the basic career skills and knowledge required for employment as detention officers in custodial institutions, probation and parole.

Recommendation

This is a basic course covering crime, criminal behavior and social attempts at controlling such behavior. Emphasis in this course is placed on traditional types of punishment, such as incarceration, as well as rehabilitation, probation, parole and diversion. Incarceration issues include officer and inmate safety, physical security aspects of prison, inmate

discipline and code of conduct. Rehabilitation topics include education, job skills training and parole. This course covers the basic career skills and knowledge required for employment as detention officers in custodial institutions, probation and parole.

2. Administration of Justice 135 - Report Writing

Current Status/Proposed Changes

In this course, students develop the ability to observe, record, and document facts, from which a police or criminal justice report could be written. Facts presented are based on simulated crimes that include crime scenes with evidence and witness statements. Students complete a variety of law enforcement report forms and construct police report narratives, using proper spelling, grammar and sentence structure, and in a manner that satisfies typical requirements for a criminal investigation or prosecution.

Recommendation

In this course, students develop the ability to observe, record and document facts from which a police or criminal justice report could be written. Facts presented are based on simulated crimes that include crime scenes with evidence and witness statements. Students complete a variety of law enforcement report forms and construct police report narratives using proper spelling, grammar and sentence structure in a manner that satisfies typical requirements for a criminal investigation or prosecution.

3. Architecture 100 - An Orientation to Architecture

Current Status/Proposed Changes

This course is an orientation to architecture for the beginning student. The student will ~~learn~~ be taught how to create architecture ~~is created~~, how ~~it is understood~~ to understand architecture, and how it shapes the social and urban environment. ~~Opportunities for further education and career~~ Education, career opportunities and options will be discussed.

Recommendation

This course is an orientation to architecture for the beginning student. The student will be taught how to create architecture, how to understand architecture, and how it shapes the social and urban environment. Education, career opportunities and options will be discussed.

CTE Two-Year Course Review; Changes in Catalog Description, Conditions of Enrollment (Pre/Corequisite, Recommended Preparation or Enrollment Limitation); New Distance Education Online/Hybrid Course Version

1. Architecture 104 - History of Western Architecture

Current Status/Proposed Changes

Recommended Preparation: ~~eligibility for~~ English 84A

In this course, students are introduced to the architecture of both ancient and recent cultures. Buildings from antiquity to the present day will be studied, analyzed, and interpreted in terms of their religious, social, and political context. Particular emphasis will be placed on the process and sources of design, and the purpose and types of buildings.

Recommendation

Recommended Preparation: English A

In this course, students are introduced to the architecture of both ancient and recent cultures. Buildings from antiquity to the present day will be studied, analyzed and interpreted in terms of their religious, social and political context. Particular emphasis will be placed on the process and sources of design; and the purpose and types of buildings.

New Major

1. Automotive Technology A.S. Degree - Hybrid, Electric and Alternative Fuels Option

Major Requirements		Units
Required Core: 18 units		
ATEC 1	Introduction to Automotive Service	2
ATEC 22B	Advanced Engine Performance, Electrical and Fuel Systems	8
or		
ATEC 25	Automotive Electrical Systems	4
and		
ATEC 26	Automotive Testing and Diagnosis	4
ATEC 51	Introduction to Alternative Fuel Vehicles	2
ATEC 52	Introduction to Hybrid, Electric and Fuel-Cell Vehicle Technology	3
ATEC 53	Hybrid, Fuel-Cell and Electric Vehicle Diagnosis and Repair	3
9-12 units from:		
ATEC 21	Introduction to Engine Performance	2
ATEC 22A	Introduction to Engine Performance Electrical and Fuel Systems	8
or		
ATEC 23	Major Tune-Up and Emission Controls	4
and		
ATEC 24	Fuel Systems and Emissions	4
ATEC 34	Automatic Transmissions	4
ATEC 35	Manual Transmission, Drive Train and Drive Axels	4
ATEC 81	Automotive Air Conditioning	3
Total Units: 27-30		

Change in Major; Course Requirements, Total Units

1. Cosmetology A.S. Degree
Current Status/Proposed Changes

Major Requirements

Completion of 41-42 units (1,600 hours) from the following:

13 units from:		Units
COSM 1	Introduction to Cosmetology Procedures	13
or		
COSM 10	Introduction to Cosmetology I	6.5
COSM 11	Introduction to Cosmetology II	6.5

24 28-29 units from:

COSM 2A	Intermediate Cosmetology	8
COSM 2B	Advanced Cosmetology	8
COSM 2C	Advanced Cosmetology and Introduction to State Board Review	8
COSM 3	Advanced Cosmetology Applications	5
or		
COSM 4	Cosmetology Practicum	4

a minimum of 4 units from:

<u>COSM 2D</u>	<u>Advanced Preparation for State Board Review</u>	<u>8</u>
<u>COSM 3</u>	<u>Advanced Cosmetology Applications</u>	<u>5</u>
<u>COSM 4</u>	<u>Cosmetology Practicum</u>	<u>4</u>
<u>COSM 6</u>	<u>Cosmetology Client Lab</u>	<u>2</u>
<u>COSM 16</u>	<u>Cosmetology Applications</u>	<u>3</u>

Total Units: 41-42

New Certificates

1. Automotive Technology: Hybrid, Electric and Alternative Fuels Certificate of Accomplishment

Certificate Requirements

	Units	
ATEC 51	Introduction to Alternative Fuel Vehicles	2
ATEC 52	Introduction to Hybrid, Electric and Fuel-Cell Vehicle Technology	3
ATEC 53	Hybrid, Fuel-Cell and Electric Vehicle Diagnosis and Repair	3

Total Units: 8

2. Automotive Technology: Hybrid, Electric and Alternative Fuels Certificate of Achievement

Certificate Requirements

	Units	
ATEC 1	Introduction to Automotive Service	2
ATEC 22B	Advanced Engine Performance, Electrical and Fuel Systems	8
or		
ATEC 25	Automotive Electrical Systems	4
and		
ATEC 26	Automotive Testing and Diagnosis	4
ATEC 51	Introduction to Alternative Fuel Vehicles	2
ATEC 52	Introduction to Hybrid, Electric and Fuel-Cell Vehicle Technology	3
ATEC 53	Hybrid, Fuel-Cell and Electric Vehicle Diagnosis and Repair	3

Total Units: 18

Change in Certificate; Course Requirements, Total Units

1. Cosmetology Level II Certificate of Achievement

Current Status/Proposed Changes

Certificate Requirements

Completion of Level I Certificate of Accomplishment

Required Core: 13 units

		Units
COSM 1	Introduction to Cosmetology Procedures	13
or		
COSM 10	Introduction to Cosmetology I	6.5
COSM 11	Introduction to Cosmetology II	6.5

24 28-29 units from:

COSM 2A	Intermediate Cosmetology	8
COSM 2B	Advanced Cosmetology	8
COSM 2C	Advanced Cosmetology and Introduction to State Board Review	8
COSM 3	Advanced Cosmetology Applications	5
or		
COSM 4	Cosmetology Practicum	4

a minimum of 4 units from:

<u>COSM 2D</u>	<u>Advanced Preparation for State Board Review</u>	<u>8</u>
<u>COSM 3</u>	<u>Advanced Cosmetology Applications</u>	<u>5</u>
<u>COSM 4</u>	<u>Cosmetology Practicum</u>	<u>4</u>
<u>COSM 6</u>	<u>Cosmetology Client Lab</u>	<u>2</u>
<u>COSM 16</u>	<u>Cosmetology Applications</u>	<u>3</u>

Total Units: 41-42