

See proposal Impact (PI) reports to view list of courses and/or programs that may be impacted by the following proposed actions.

**Accounting (ACCT)**

**Action - Proposed**

<p><b>116B Managerial Accounting</b>  <p align="right"><b>4.00 hours lecture, .00 hours lab, 4.00 units Grade Only</b></p> <p><b>REQUISITES:</b>                  Prerequisite: ACCT 116A with a grade of "C" or better, or equivalent.</p> <p>This course shows students the extent to which management accounting can facilitate both operating and strategic business decisions. It emphasizes how information is used for managerial planning and control. The following areas are examined: cost-volume-profit relations, cost accounting systems, budgeting, differential analysis, and product pricing strategies. This course is required for the associate degree and is generally required for a four-year degree.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and/or private colleges and universities. UC Transfer Course List</p> <p><b>CAN DATA:</b> (CAN BUS, SEQ A, City, Mesa, Miramar) (CAN BUS 4, City, Mesa, Miramar)</p> </p>	<p><b>Offered At:</b> City, Mesa, Miramar</p> <p><b>Action(s) Proposed:</b> Course Integration (Activation included) <i>Approved</i></p> <p><b>Proposal Actions:</b>                  Course Description, Title, Course objectives, Outline of Topics, Reading assignments, Writing assignments, Outside assignments, Critical thinking assignments, Method of Evaluation, Method of Instruction, Texts/Supplies</p> <p><b>Proposed For College(s):</b> Mesa, Miramar, City</p> <p><b>Originating Campus:</b> Miramar</p> <p><b>Dist. Ed Proposed For College(s):</b>                  City--<i>Approved</i></p> <p><b>Effective:</b> Summer 2005 <span style="float:right">V.1</span></p>
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**Animal Health Technology (ANHL)**

<p><b>125 Veterinary Clinical Pathology</b>  <p align="right"><b>3 hours lecture, 0 hours lab, 3 units Grade Only</b></p> <p><b>REQUISITES:</b>                  Prerequisite: ANHL 105 &amp; 105L &amp; 120 each with a grade of "C" or better or equivalent.                  Corequisite: ANHL 125L.                  Special Admission – must be admitted to program.</p> <p>This lecture course is for students enrolled in their first year of the Animal Health Technology Program. The course provides the student with an introduction to the clinical examination of blood, urine, feces, dermal, and other commonly analyzed samples found in the veterinary field. Topics include: the safe and proper collection of diverse samples, the safe and proper handling of samples, the various methods of sample analysis, and the significance of normal and abnormal results. The identification, life cycle, and clinical importance of ectoparasites, endoparasites, and fungal parasites are discussed. Appropriate stains, reagents, and terminology are included.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and/or private colleges and universities.</p> <p><b>CAN DATA:</b> None</p> </p>	<p><b>Offered At:</b> Mesa</p> <p><b>Action(s) Proposed:</b> Course Integration (Including Activation) <i>Approved</i></p> <p><b>Proposed For College(s):</b> Mesa</p> <p>Course Description, Title, Course objectives, Outline of Topics, Reading assignments, Writing assignments, Outside assignments, Critical thinking assignments, Method of Evaluation, Method of Instruction, Texts/Supplies</p> <p><b>Originating Campus:</b> Mesa</p> <p><b>Effective:</b> Fall 2005 <span style="float:right">V.2</span></p>
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**Animal Health Technology (ANHL)**

<p><b>125L Veterinary Clinical Pathology Laboratory</b>  <b>0 hours lecture, 6 hours lab, 2 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>                  Prerequisite: ANHL 105, 105L, and 120 each with a grade of “C” or better or equivalent.                  Corequisite: Completion of or concurrent enrollment in ANHL 125 with a grade of “C” or better, or equivalent.                  Special Admission – must be admitted to program.</p> <p>This clinical pathology laboratory course is designed to provide the first year Animal Health Technology student with the opportunity to practice the principles and procedures presented in the corequisite Clinical Pathology (ANHL 125) lecture. Techniques for the safe and proper collection, handling, and storage of blood, urine, fecal, and skin samples in various species are introduced and practiced by the student. Students perform analytical tests appropriate for each sample type and evaluate the results. Safe operation and proper maintenance of laboratory equipment commonly used in the veterinary field is stressed. Appropriate veterinary medical terminology is presented.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and/or private colleges and universities</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> Mesa</p> <p><b>Action(s) Proposed:</b> Course Integration (Including Activation)  <i>Approved</i></p> <p><b>Proposed For College(s):</b> Mesa                  Course Description, Title,                  Remove Prerequisite (<i>ANHL 115</i>)                  Course objectives,                  Outline of Topics,                  Reading assignments,                  Writing assignments,                  Outside assignments,                  Critical thinking assignments,                  Method of Evaluation,                  Method of Instruction,                  Texts/Supplies</p> <p><b>Originating Campus:</b> Mesa</p> <p><b>Effective:</b> Fall 2005</p> <p style="text-align: right;">V.2</p>
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**Art-Fine Art (ARTF )**

<p><b>*197C Handbuilding Ceramics III</b>  <b>1.50 hours lecture, 4.50 hours lab, 3.00 units</b>  <b>Letter Grade or Credit/No Credit Option</b></p> <p><b>REQUISITES:</b> None</p> <p>This course offers the student an opportunity to select one or two areas of special interest in handbuilding and then to concentrate on those areas for the whole semester.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and/or private colleges and universities.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> Mesa</p> <p><b>Action(s) Proposed:</b> Course Deactivation (not at any College)  <i>Approved</i></p> <p><b>Proposed For College(s):</b> Mesa</p> <p><b>Originating Campus:</b> Mesa</p> <p><b>Effective:</b> Summer 2005</p> <p style="text-align: right;">V.1</p>
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**Aviation Maintenance Technology (AVIM )**

<p><b>075 Basic Avionics Theory</b> <b>3.00 hours lecture, .00 hours lab, 3.00 units</b> <b>Grade Only</b></p> <p><b>REQUISITES:</b> Advisory: MATH 032 and ENGL 051 or ENGL 056 , each with a grade of "C" or better, or equivalent, or M20/W5/R5.</p> <p>This course utilizes classroom instruction in the field of aviation communication, navigation, and auto-pilot systems. It provides students interested in aviation electronics with valuable basic information concerning the identification of components and theory and operation of the following systems: Voice communication radio systems, VHF navigation radio systems (ILS, VOR, and ADF), UHF navigation radio systems (ILS, DME, GPS, and Transponders), and auto-pilot systems (Flight Directors and Automatic Flight Guidance Systems).</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit only and not Transferable.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> Miramar</p> <p><b>Action(s) Proposed:</b> Course Revision <i>Approved</i></p> <p><b>Proposal Actions:</b> Skills/Knowledge to enter course, Course objectives, Method of Instruction, Texts/Supplies</p> <p><b>Proposed For College(s):</b> Miramar</p> <p><b>Originating Campus:</b> Miramar</p> <p><b>Effective:</b> Summer 2005</p> <p style="text-align: right;">V.1</p>
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**Computer Business Technology (CBTE)**

<p><b>102 Keyboarding</b> <b>1.5 hours lecture, 1.5 hours lab, 2 units</b> <b>Grade Only</b></p> <p><b>REQUISITES:</b> Advisory: English 51 and 56, each with a grade of "C" or better, or equivalent, or Assessment Skill Levels W5 and R5. Limitation on Enrollment: This course is not open to students with credit for Office Information Systems 101, 102, or 164 or Computer Business Technology 101 or 103.</p> <p>This course teaches touch control of the keyboard and proper typing techniques. Students build speed and accuracy through specialized drills and practice on straight copy and numbers. Students apply keyboarding skills to the formatting of letters, reports, tables, and memos using word processing software. This course, or sections of this course, may be offered through distance education.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and/or private colleges and universities.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> City, Mesa, Miramar</p> <p><b>Action(s) Proposed:</b> Course Deactivation (Active at another College) <i>Approved</i></p> <p><b>Proposed For College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Summer 2005</p> <p style="text-align: right;">V.2</p>
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**Computer Business Technology (CBTE)**

<p><b>103 Beginning Computer Keyboarding</b></p> <p style="text-align: right;"><b>2 hours lecture, 3 hours lab, 3 units Grade Only</b></p> <p><b>REQUISITES:</b> Advisory: English 51 and 56, each with a grade of "C" or better, or equivalent, or Assessment Skill Levels W5 and R5. Limitation on Enrollment: This course is not open to students with credit for Office Information Systems 100 or 265 (Beginning Computer Keyboarding - WordPerfect) or Computer Business Technology 101 or 102.</p> <p>This course is designed for all students whose keyboarding skill is for vocational and/or personal use. Beginning Computer Keyboarding teaches basic keyboarding skills by touch using a computer and word processing software. Students receive basic formatting instructions for letters, tables, and reports. This course, or sections of this course, may be offered through distance education.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and/or private colleges and universities.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> City, Mesa, Miramar</p> <p><b>Action(s) Proposed:</b> Course Deactivation (Active at another College) <i>Approved</i></p> <p><b>Proposed For College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Summer 2005</p> <p style="text-align: right;">V.2</p>
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**Computer Business Technology (CBTE)**

<p><b>110 Disk Operating Systems</b></p> <p style="text-align: right;"><b>1.5 hours lecture, 1.5 hours lab, 2 units Grade Only</b></p> <p><b>REQUISITES:</b> Advisory: English 51 and 56, each with a grade of "C" or better, or equivalent, or Assessment Skill Levels W5 and R5. Limitation on Enrollment: This course is not open to students with credit for Office Information Systems 151, 151A, or Computer Business Technology 110.</p> <p>This course is an introduction to PC operating systems, covering the DOS command structure and terminology. In this hands-on course, students use operating commands to perform routine computer work functions. The course also introduces the major features of Windows 3.1, Windows 95, Windows 98, and Windows NT. This course, or sections of this course, may be offered through distance education.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and/or private colleges and universities.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> City and Mesa</p> <p><b>Action(s) Proposed:</b> Course Deactivation (Active at another College) <i>Approved</i></p> <p><b>Proposed For College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Summer 2005</p> <p style="text-align: right;">V.2</p>
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**Computer Business Technology (CBTE)**

<p><b>120A Introduction I to Microsoft Word</b>  <b>0.75 hours lecture, 0.75 hours lab, 1 units Grade Only</b></p> <p><b>REQUISITES:</b>                  Advisory: English 51 and 56, each with a grade of "C" or better, or equivalent, or Assessment Skill Levels W5 and R5; and CBTE 103 with a grade of "C" or better, or equivalent.                  Limitation on Enrollment: This course is not open to students with credit for CBTE 120.</p> <p>This course is an introduction to text editing features in Microsoft Word including insert, delete, find and replace, move and copy, character formatting, and spell check. This course, or sections of this course, may be offered through distance education.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and/or private colleges and universities.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> City, Mesa, Miramar</p> <p><b>Action(s) Proposed:</b> Course Deactivation (Active at another College)  <i>Approved</i></p> <p><b>Proposed For College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Summer 2005</p> <p style="text-align: right;">V.2</p>
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**Computer Business Technology (CBTE)**

<p><b>120B Intro II To Microsoft Word</b>  <b>0.75 hours lecture, 0.75 hours lab, 1 units Grade Only</b></p> <p><b>REQUISITES:</b>                  Advisory: English 51 and 56, each with a grade of "C" or better, or equivalent, or Assessment Skill Levels W5 and R5; and CBTE 103 and 120A, each with a grade of "C" or better, or equivalent.                  Limitation on Enrollment: This course is not open to students with credit for CBTE 120.</p> <p>This course is a continuation of CBTE 120A. Students continue using Microsoft Word text editing features including paragraph and document formatting, creating tables, and basic mail merges. This course, or sections of this course, may be offered through distance education.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and/or private colleges and universities.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> City, Mesa, Miramar</p> <p><b>Action(s) Proposed:</b> Course Deactivation (Active at another College)  <i>Approved</i></p> <p><b>Proposed For College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Summer 2005</p> <p style="text-align: right;">V.2</p>
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**Computer Business Technology (CBTE)**

<p><b>126 Document Processing</b></p> <p align="right"><b>2 hours lecture, 3 hours lab, 3 units Grade Only</b></p> <p><b>REQUISITES:</b> Advisory: English 51 and 56, each with a grade of "C" or better, or equivalent, or Assessment Skill Levels W5 and R5; and CBTE 103 with a grade of "C" or better, or equivalent.</p> <p>This course is designed to give students hands-on experience creating a variety of computer-based documents. This course covers the use of computer software to create business, technical, medical and/or legal documents and to create forms, presentation documents, and documents for electronic publishing. It may include independent projects. This course, or sections of this course, may be offered through distance education.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and/or private colleges and universities.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> City, Mesa, Miramar</p> <p><b>Action(s) Proposed:</b> Course Deactivation (Active at another College) <i>Approved</i></p> <p><b>Proposed For College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Summer 2005</p> <p align="right">V.2</p>
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**Computer Business Technology (CBTE)**

<p><b>130 Beginning Corel WordPerfect</b></p> <p align="right"><b>1.5 hours lecture, 1.5 hours lab, 2 units Grade Only</b></p> <p><b>REQUISITES:</b> Advisory: English 51 and 56, each with a grade of "C" or better, or equivalent, or Assessment Skill Levels W5 and R5; and CBTE 103 with a grade of "C" or better, or equivalent. Limitation on Enrollment: This course is not open to students with credit for CBTE 130A or 130B.</p> <p>This course is an introduction to text editing features in Corel WordPerfect including insert, delete, search and replace, move and copy, headers and footers, pagination, character and document formatting, spell check, and the writing tools. This course, or sections of this course, may be offered through distance education.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and/or private colleges and universities.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> City, Mesa, Miramar</p> <p><b>Action(s) Proposed:</b> Course Deactivation (Active at another College) <i>Approved</i></p> <p><b>Proposed For College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Summer 2005</p> <p align="right">V.2</p>
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**Computer Business Technology (CBTE)**

<p><b>132 Intermediate Corel WordPerfect</b> <b>2 hours lecture, 3 hours lab, 3 units Grade Only</b></p> <p><b>REQUISITES:</b> Advisory: English 51 and 56, each with a grade of "C" or better, or equivalent, or Assessment Skill Levels W5 and R5; and CBTE 103 and 130, each with a grade of "C" or better, or equivalent. This course is a continued application of WordPerfect text editing features including line and page formatting, graphics, outlines, footnotes, endnotes, table of contents, columns, tables, styles, macros, merges, sorting, and creating Web pages. This course, or sections of this course, may be offered through distance education.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and/or private colleges and universities.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> City and Mesa</p> <p><b>Action(s) Proposed:</b> Course Deactivation (Active at another College) <i>Approved</i></p> <p><b>Proposed For College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Summer 2005</p> <p style="text-align: right;">V.2</p>
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**Computer Business Technology (CBTE)**

<p><b>198B Project Lab II</b> <b>0 hours lecture, 1.5 hours lab, 0.5 units Credit/No Credit Only</b></p> <p><b>REQUISITES:</b> Advisory: English 51 and 56, each with a grade of "C" or better, or equivalent, or Assessment Skill Levels W5 and R5. This course is an optional continuation of CBTE 198A. Students in this course design and complete hands-on individualized projects applicable to CBTE courses to upgrade their software skills.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and/or private colleges and universities.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> City, Mesa, Miramar</p> <p><b>Action(s) Proposed:</b> Course Deactivation (Active at another College) <i>Approved</i></p> <p><b>Proposed For College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Summer 2005</p> <p style="text-align: right;">V.2</p>
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**Computer Business Technology (CBTE)**

<p><b>210 Computers in Business</b></p> <p style="text-align: right;"><b>3 hours lecture, 0 hours lab, 3 units Grade Only</b></p> <p><b>REQUISITES:</b> Advisory: English 51 and 56, each with a grade of “C” or better, or equivalent, or Assessment Skill Levels W5 and R5. Limitation on Enrollment: This course is not open to students with credit for Office Information Systems 192.</p> <p>This course is designed to prepare students for a computer related career. Computers in Business is an introductory course which covers the latest developments in computer technology, office automation, electronic communication, and the World Wide Web. This course or sections of this course may be offered through distance education.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and/or private colleges and universities.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> Mesa and Miramar</p> <p><b>Action(s) Proposed:</b> Course Activation (Currently active at another College) <i>Approved</i></p> <p><b>Proposed For College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Summer 2005</p> <p style="text-align: right;">V.2</p>
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**Chemistry (CHEM)**

<p><b>200 General Chemistry I - Lecture</b></p> <p style="text-align: right;"><b>3 hours lecture, 0 hours lab, 3 units Letter Grade or Credit/No Credit Option</b></p> <p><b>REQUISITES:</b> Prerequisite: Chemistry 152 and 152L (formerly Chemistry 151), each with a grade of “C” or better, or equivalent; and Mathematics 96 with a grade of “C” or better, or equivalent, or Assessment Skill Level M50. Corequisite: Chemistry 200L.</p> <p>This is the first course in a two course sequence in general chemistry and is intended for students majoring in science or satisfying prerequisites for professional schools. This course covers the principles and laws of inorganic chemistry with an emphasis on quantitative, mathematical problem-solving. Topics included in the course are chemical equations, stoichiometry, atomic theory, and its relationship to periodicity of the elements, bonding theories, molecular geometry, solution chemistry, liquids, solids, and the gas laws.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and/or private colleges and universities. UC Transfer Course List</p> <p><b>CAN DATA:</b> CAN CHEM 2 (City, Mesa, Miramar) CAN CHEM SEQ A (City, Mesa, Miramar)</p>	<p><b>Offered At:</b> Mesa, Miramar, City</p> <p><b>Action(s) Proposed:</b> Distance Learning - No Other Action <i>Approved</i></p> <p><b>Proposed For College(s):</b> Mesa</p> <p><b>Originating Campus:</b> Mesa</p> <p><b>Dist. Ed Proposed For College(s):</b> Mesa --<i>Approved</i></p> <p><b>Effective:</b> Fall 2005</p> <p style="text-align: right;">V.2</p>
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**Child Development (CHIL )**

<p><b>210 Supervision of Early Childhood Programs</b>  <b>3.00 hours lecture, .00 hours lab, 3.00 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>                  Prerequisite: CHIL 141 &amp; CHIL 151 , each with a grade of "C" or better, or equivalent.</p> <p>This course examines early childhood supervisory techniques with emphasis on educational philosophy, professional growth, in-service staff training, program and staff evaluation, models of parent education and involvement, and supportive services. It partially fulfills the State of California Child Development Permit Matrix requirement for supervisors and directors and also meets the State of California Title 22 licensing regulations for directors. This course is designed for students who intend to go into supervisory positions in early childhood education. It also introduces students to the tools that help them organize and evaluate quality children's programs.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and/or private colleges and universities.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> City, Mesa, Miramar</p> <p><b>Action(s) Proposed:</b> Course Integration (Activation included)</p> <p><b>Proposal Actions:</b>                  Course objectives,                  Prerequisite Corequisite Advisory,                  Limitation on Enrollment,                  Outline of Topics,                  Reading assignments,                  Writing assignments,                  Outside assignments,                  Critical thinking assignments,                  Method of Evaluation,                  Method of Instruction,                  Texts/Supplies,                  Course Description</p> <p><b>Proposed For College(s):</b> Mesa, Miramar, City  <b>Originating Campus:</b> Mesa</p> <p><b>Effective:</b> Fall 2005</p> <p><i>(Deferred for discussion until further notification)</i></p> <p><i>(Deferred from 12/09/04 CIC Meeting)</i>  <i>(Deferred from 11/11/04 CIC Meeting)</i></p> <p style="text-align: right;">V.1</p>
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**English (ENGL )**

<p><b>064 Writing Essays</b>  <b>3.00 hours lecture, .00 hours lab, 3.00 units</b>  <b>Letter Grade or Credit/No Credit Option</b></p> <p><b>REQUISITES:</b>                  Limitation on Enrollment: A score of 3 or lower on the University of California "Subject A" Exam</p> <p>This is a course in essay writing that focuses on the writing of the argumentative essay. Classes are taught at the UCSD campus. In this course students practice the writing process in the production and editing of essays. In addition, students read and think critically using a variety of texts that are the basis for writing and class discussion. In addition to earning a grade for the course, students must also pass a timed-writing examination at the end of the course, holistically graded by English instructors. This course is intended for students who need to complete the Subject A requirement and develop effective writing skills.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p>	<p><b>Offered At:</b> Mesa, Miramar</p> <p><b>Action(s) Proposed:</b> Course Integration (Activation included)  <b>Approved</b></p> <p><b>Proposal Actions:</b>  <b>Deactivate Course at Miramar Only</b>                  Course Description,                  Course objectives,                  Outline of Topics,                  Reading assignments,                  Writing assignments,                  Outside assignments,                  Critical thinking assignments,                  Method of Evaluation,                  Method of Instruction,                  Texts/Supplies,</p>
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<p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit only and not Transferable.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Proposed For College(s):</b> Mesa</p> <p><b>Originating Campus:</b> Mesa</p> <p><b>Effective:</b> Fall 2005 <span style="float: right;">V.1</span></p>
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**Fire Protection Technology (FIPT)**

<p><b>160 Introduction to Open Water Lifeguarding</b> <b>2 hours lecture, 3 hours lab, 3 units</b> <b>Grade Only</b></p> <p><b>REQUISITES:</b></p> <p>Advisory: English 51 and English 56 with a grade of "C" or better, or equivalent, or Assessment Skill Levels W5 and R5. Limitation on Enrollment: Passing the minimum swimming standard as established by the City of San Diego Lifeguard Service</p> <p>This introductory level course provides manipulative training for ocean and inland beach lifeguard service. Students learn about the history of lifeguarding as well as the hands-on skills required to rescue and assist the public. The content of the course follows United States Lifesaving Association standards.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit only and not Transferable</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> Miramar</p> <p><b>Action(s) Proposed:</b> Course Integration (Including Activation) <i>Approved</i></p> <p><b>Proposal Actions:</b> New Advisory Course Description, Reading assignments, Writing assignments, Outside assignments, Critical thinking assignments, Method of Instruction</p> <p><b>Proposed For College(s):</b> Miramar</p> <p><b>Originating Campus:</b> Miramar</p> <p><b>Effective:</b> Summer 2005</p> <p align="right">V.2</p>
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**Labor Studies (LABR)**

<p><b>*122A Shop Steward, Level I</b> <b>1 hours lecture, 0 hours lab, 1 unit</b> <b>Letter Grade or Credit/No Credit Option</b></p> <p><b>REQUISITES:</b></p> <p>Advisory: English 51 and English 56 with a grade of "C" or better, or equivalent, or Assessment Skill Levels W5 and R5. This hands-on course covers the rights and responsibilities of shop stewards. It emphasizes development of communication and informal problem-solving skills, investigation and preparation of grievances, and interpreting and explaining the contract for members. The class addresses the current or past concerns and issues that students deal with in their workplace. This course is designed for shop stewards, union members, and employees who want to learn basic workplace rights and problem-solving skills.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and/or private colleges and universities</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> NONE</p> <p><b>Action(s) Proposed:</b> New Course <i>Approved</i></p> <p><b>Proposed For College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Spring 2005</p> <p align="right">V.2</p>
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**Labor Studies (LABR)**

<p><b>*122B Shop Steward, Level II</b></p> <p align="center"><b>1 hours lecture, 0 hours lab, 1 unit Letter Grade or Credit/No Credit Option</b></p> <p><b>REQUISITES:</b> Advisory: English 51 and English 56 with a grade of "C" or better, or equivalent, or Assessment Skill Levels W5 and R5.</p> <p>The course covers skills and knowledge needed for more advanced shop steward responsibilities, such as recruiting new members, providing new member orientations, and educating members on political and workplace issues. It focuses on organizing members to address workplace issues as a group, helping with contract negotiations, and developing the communication and interpersonal skills to deal with difficult individuals. This course is designed for shop stewards, union members, and employees who want to have a leadership role in their union or place of employment.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and/or private colleges and universities</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> NONE</p> <p><b>Action(s) Proposed:</b> New Course <i>Approved</i></p> <p><b>Proposed For College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Spring 2005</p> <p align="right">V.2</p>
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**Labor Studies (LABR)**

<p><b>*123A Occupational Safety and Health</b></p> <p align="center"><b>1.5 hours lecture, 0 hours lab, 1.5 units Letter Grade or Credit/No Credit Option</b></p> <p><b>REQUISITES:</b> Advisory: English 51 and English 56 with a grade of "C" or better, or equivalent, or Assessment Skill Levels W5 and R5.</p> <p>This hands-on course studies the relationship between work and health through a variety of perspectives, beginning with the history of workplace injury, illness and death in the United States. Students learn the Occupational Safety and Health legislation and its implementation at the federal and state level as well as employer and employee rights and responsibilities; the elements of a successful injury and illness prevention program in the workplace; and how to identify and evaluate hazards and control measures. Students apply the topics covered in the course to problem-solving based on workplace experience and case studies. This course is intended for students who are employees and/or union members interested in improving workplace health and safety. (This class may be offered in English or Spanish.)</p> <p><b>FIELD TRIP REQUIREMENTS:</b> Required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and/or private colleges and universities</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> NONE</p> <p><b>Action(s) Proposed:</b> New Course <i>Approved</i></p> <p><b>Proposed For College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Spring 2005</p> <p align="right">V.2</p>
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**Microsoft (MSFT)**

<p><b>080 Microsoft Exchange Server Administration</b>  <b>0 hours lecture, 4.5 hours lab, 1.5 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>                  Advisory: Microsoft 052 with a grade of “C” or better, or equivalent.</p> <p>This course provides students with the knowledge and skills necessary to install, configure and administer a Microsoft Exchange Server. Emphasis is placed on practical hands-on learning through projects in each chapter. This course follows Microsoft Official Curriculum (MOC) and provides the student with the skills required to pass Microsoft Certification 70-224 (or current test). This course may be taken three times with new technologies.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit only and not Transferable</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> City</p> <p><b>Action(s) Proposed:</b> Distance Learning - No Other Action <i>Approved</i></p> <p><b>Proposed For College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Dist. Ed Proposed For College(s):</b> City--<i>Approved</i></p> <p><b>Effective:</b> Spring 2005</p> <p align="right">V.2</p>
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**Microsoft (MSFT)**

<p><b>130 Installing, Configuring, and Administering Windows Clients</b>  <b>1 hours lecture, 4.5 hours lab, 2.5 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>                  Advisory: Microsoft 050 with a grade of “C” or better, or equivalent.</p> <p>This course provides students with the knowledge and skills necessary to install, configure, administer, and troubleshoot a Microsoft Windows client operating system in a network environment. The course follows the Microsoft Official Curriculum (MOC) and it is intended to prepare the students to take the Microsoft’s client component of the Microsoft Certified Systems Engineer (MCSE) or Microsoft Systems Administrator (MCSA) certification exam.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and/or private colleges and universities</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> City</p> <p><b>Action(s) Proposed:</b> Course Activation (Currently active at another college) <i>Approved</i></p> <p><b>Proposed For College(s):</b> Mesa</p> <p><b>Originating Campus:</b> Mesa</p> <p><b>Effective:</b> Fall 2005</p> <p align="right">V.2</p>
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**Microsoft (MSFT)**

<p><b>132 Manage and Maintain Windows Server</b>  <b>1.5 hours lecture, 4.5 hours lab, 3 units</b>  <b>Letter Grade or Credit/No Credit Option</b></p> <p><b>REQUISITES:</b>                  Prerequisite: Microsoft 130 with a grade of "C" or better, or equivalent.</p> <p>This course provides students with the knowledge and skills necessary to install, manage, and troubleshoot Windows server. The students will learn to manage accounts and resources, maintain server resources, monitor server performance, and safeguard data in a Microsoft Windows server environment. This course follows the Microsoft Official Curriculum (MOC) and it is intended to prepare students to take the Microsoft's server component of the Microsoft Certified Systems Engineer (MCSE), Microsoft Certified Database Administrator (MCDBA), or Microsoft Certified Systems Administrator (MCSA) certification exam.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and/or private colleges and universities.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> City</p> <p><b>Action(s) Proposed:</b> Course Activation (Currently active at another college)  <i>Approved</i></p> <p><b>Proposed For College(s):</b> Mesa</p> <p><b>Originating Campus:</b> Mesa</p> <p><b>Effective:</b> Fall 2005</p> <p align="right">V.2</p>
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**Music (MUSI)**

<p><b>*209 Electronic Music Studio Internship</b>  <b>.00 hours lecture, 4.00 hours lab, 1.00 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>                  Prerequisite: MUSI 190 with a grade of "C" or better, or equivalent.                  Advisory: Completion of or concurrent enrollment in MUSI 201 or MUSI 202, each with a grade of "C" or better, or equivalent.                  Limitation on Enrollment: Tryout or Audition.</p> <p>This course allows advanced students in recording arts and computer music to get credit for assisting others in the Electronic Music Studio lab. After audition students are assigned to assist beginning and intermediate students from other classes working in the Electronic Music Studio lab. In this way students reinforce their knowledge and skills by guiding and mentoring others on the basis of what they had learned by seeing and doing in previous courses. This course may be taken four times for credit.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and/or private colleges and universities.</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> NONE</p> <p><b>Action(s) Proposed:</b> New Course  <i>Approved</i></p> <p><b>Proposed For College(s):</b> Mesa, City</p> <p><b>Originating Campus:</b> Mesa</p> <p><b>Effective:</b> Fall 2005</p> <p align="right">V.1</p>
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**Physical Science (PHYN)**

<p><b>120 Physical Oceanography</b></p> <p align="center"><b>3 hours lecture, 0 hours lab, 3 units Letter Grade or Credit/No Credit Option</b></p> <p><b>REQUISITES:</b> Advisory: English 51 and English 56, each with a grade of “C” or better, or equivalent, or Assessment Skill Levels W5 and R5; and Mathematics 32 with a grade of “C” or better, or equivalent, or Assessment Skill Level M20.</p> <p>This course allows students to pursue an understanding of the major features and processes of the world's oceans. Students learn about the origin and history of ocean basins, atmospheric and ocean circulation, and the dynamics of waves, tides, and coastlines. They explore the oceans as a resource for people and analyze and evaluate human impacts on marine environments.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and/or private colleges and universities. UC Transfer Course List</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> Miramar</p> <p><b>Action(s) Proposed:</b> Course Integration (Including Activation) <i>Approved</i></p> <p><b>Proposed For College(s):</b> Miramar</p> <p><b>Originating Campus:</b> Miramar</p> <p><b>Effective:</b> Summer 2005</p> <p align="right">V.2</p>
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**Psychology (PSYC )**

<p><b>245 Abnormal Psychology</b></p> <p align="center"><b>3.00 hours lecture, .00 hours lab, 3.00 units Letter Grade or Credit/No Credit Option</b></p> <p><b>REQUISITES:</b> Advisory: ENGL 051 and ENGL 056 with a grade of "C" or better, or equivalent, or W5/R5.</p> <p>This course provides a comprehensive survey of troubled patterns of behavior. Students explore theoretical models as they relate to etiology, treatment, and prognosis of psychopathologies. Students also learn how the DSM-IV helps identify and assess various disorders. Topics include legal and social policy issues.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> May be required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and/or private colleges and universities. UC Transfer Course List</p> <p><b>CAN DATA:</b> None</p>	<p><b>Offered At:</b> Mesa, Miramar</p> <p><b>Action(s) Proposed:</b> Course Integration (Activation included) <i>Approved</i></p> <p><b>Proposal Actions:</b> Course Description, Field trip, Course objectives, Outline of Topics, Reading assignments, Writing assignments, Outside assignments, Critical thinking assignments, Method of Evaluation, Method of Instruction, Texts/Supplies</p> <p><b>Proposed For College(s):</b> Miramar, Mesa</p> <p><b>Originating Campus:</b> Miramar</p> <p><b>Effective:</b> Summer 2005</p> <p align="right">V.1</p>
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**APPROVED**

**Curriculum Instructional Council  
Action Proposed – January 20, 2005**

**PROGRAM CHANGES**

(Note: To view from *Proposals* screen, click *Program Search* button, scroll down to program name, then option title, if appropriate, and click *PR* icon.)

**Legal Assistant (Paralegal) – Miramar, PID #1032, Effective Fall 2005, V.2**

*Approved*

Program Revision

Change in Certificate of Achievement

Legal Assistant Core curriculum – *add courses (LEGL 100A & LEGL 100B)*

Change Associate in Science Degree

Legal Assistant Core curriculum – *add courses (LEGL 100A & LEGL 100B)*  
– *add Restrictive elective (LEGL 200)*

**Physical Therapist Assistant – Mesa, PID # 950, Effective Fall 2005, V.1**

*Approved*

Program Revision—*Revise catalog program description*

Change Associate in Science Degree

Physical Therapist Assistant— *add courses ENGL 105 and BIOL 160 to the major requirements.*

*Remove PHYS 100 from the major requirements.*

*Add PHYE 242 and PHYS 100 to the recommended electives.*