

## Board Docket for 1/27/05

A. NAME OF DOCKET ITEM

Consideration and approval of new or revised courses and programs.

B. STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose

The following curriculum changes are proposed:

Business Studies	Adoption of three new Certificates of Completion and add new Emphasis under the Associate Degree.	Attachment A
Fire Protection Technology	Adoption of a new course Miramar College	Attachment B
Microsoft	Adoption of two new courses at City College	Attachment C

2. Cost and Funding

There is no additional cost to the District

C. PROPOSAL

The Board of Trustees hereby approves the action outlined in Part A of this docket exhibit.

Otto W. K. Lee  
Interim Assistant Chancellor  
Instructional Services, Planning and Technology

ACTION

Adoption of three new Certificates of Completion and add new Emphasis under the Associate Degree as listed for City College.

**Certificate of Completion:  
Retail Management Advanced Courses\***

This Certificate of Completion incorporates the advance courses for the Western Association of Food Chains (WAFC) Retail Management Certificate of achievement. Included are team building and retailing skills.

<b>Courses:</b>	<b>Units</b>
BUSE 150, Human Relations in Business.....	3
MARK 100, Principles of Marketing .....	3
SUPR 170, Supervisor/Employee Communications.....	3
	<b>Total Units = 9</b>

\*This is a department award in recognition of information on the transcript and does not imply meeting a graduation requirement.

**Certificate of Completion:  
Retail Management Foundation Courses\***

This Certificate of Completion incorporates the foundation courses for The Western Association of Food Chains (WAFC) Retail Management Certificate of Achievement. Included are written and oral communication skills, basic business math and computer competencies.

<b>Courses:</b>	<b>Units</b>
BUSE 119, Business Communications.....	3
BUSE 101, Business Mathematics .....	3
CISC 181, Principles of Information Systems	4
SPEE 103, Oral Communication .....	3
	<b>Total Units = 13</b>

\*This is a department award in recognition of information on the transcript and does not imply meeting a graduation requirement.

**Certificate of Completion:  
Retail Management Intermediate Courses\***

This Certificate of Completion incorporates the intermediate courses for the Western Association of Food Chains (WAFC) Retail Management Certificate of Achievement. Included are accounting, marketing, and supervision skills.

<b>Courses:</b>	<b>Units</b>
ACCT 116A, Financial Accounting .....	4
MARK 100, Principles of Marketing .....	3

SUPR 101, Introduction to Supervision .....	3
SUPR 115, Management and Organization for Supervisors .....	3
	<b>Total Units = 13</b>

\*This is a department award in recognition of information on the transcript and does not imply meeting a graduation requirement.

**Associate in Science Degree:  
Business Studies**

**Retail Management Emphasis**

The Western Association of Food Chains (WAFC) Retail Management Associate in Science Degree coursework incorporates both educational knowledge and technical skills. and is structured to lead students to competence in several areas. This degree provides a strong foundation for students intending to pursue communications, liberal arts, and other areas where general management competencies are important.

**Courses Required for the Major Units  
(note: some classes may be required  
in more than one certificate or core):**

Business Studies Core Curriculum	16
Certificate of Completion, Retail Management Foundation Courses .....	13
Certificate of Completion, Retail Management Intermediate Courses .....	13
Certificate of Completion, Retail Management Advanced Courses .....	9
	<b>Total Units = 51</b>

Additional general education and graduation requirements for the associate degree are listed in the Academic Requirements section of the catalog. Students interested in careers as professional accountants should select the Business Studies San Diego State University Transfer Option. The associate degree requires a minimum of 60 units.

## Fire Protection Technology

### PROGRAM REVIEW

Pursuant to Section 78016 of the Education Code, following is a program review summary:

- A. Labor Market<sup>1</sup>: It is estimated that 3,037 persons are employed in San Diego County in Fire Protection Technology related jobs. Approximately 13 jobs are expected in the county between 2004 and 2006.
- B. Duplication<sup>2</sup>: Fire Technology/Basic Fire Academy is offered at Imperial Valley, Miramar, Palomar, and Southwestern Colleges.
- C. Effectiveness<sup>3</sup>: District college enrollment is estimated at 2,216 students.

<sup>1</sup> Information was obtained from California Employment Development Department Table 2, San Diego County TOP Projections, 1999-2006.

<sup>2</sup> Information was obtained by the San Diego and Imperial Counties Community Colleges Association (SDICCCA).

<sup>3</sup> Information was obtained from the Vocational Education Data Systems (VEDS) Report, 2001-02.

### ACTION

Adoption of new course at Miramar.

Proposed new course:

**361 Current Issues and Skills Maintenance  
for Professional Firefighters**  
**8 to 40 hours lecture (total), 8 to  
40 hours lab (total), .50 - 2.50 units**  
**Grade Only**

Prerequisite: FIPT 380F or FIPT 381F, each with a grade of "C" or better, or equivalent.

This course assesses, updates, and improves the knowledge, skills, and abilities of individual fire fighters and fire crews. It meets the requirements of the International Fire Service Training Association, Occupational Safety and Health Association, California Title 22, California State Fire Marshall, and San Diego Fire Department Training Division. Subjects include recent legislation and legal updates; technical subjects addressing social issues and skill proficiency training in fireground and rescue operations; emergency vehicle operations; hazardous materials training; and the Incident Command System.

(FT) Not Applicable to Associate Degree, Occupational/Vocational basic skills.

ACTION

Adoption of a new course City College.

Proposed new course at City:

**134 Implementing, Managing, and Maintaining  
Network Infrastructure I**  
**.50 hours lecture, 3.00 hours lab,**  
**1.50 units**  
**Letter Grade or Credit/No Credit Option**

Prerequisite: MSFT 130 & MSFT 132, each with a grade of "C" or better, or equivalent.

This course is the first part of the Microsoft Implementing, Managing, and Maintaining a Microsoft Server Network Infrastructure series and provides students with the knowledge and skills necessary to configure, manage, and troubleshoot a Windows Server network infrastructure. The students learn to implement routing; plan, implement, manage, and maintain Dynamic Host Configuration Protocol (DHCP), Domain Name System (DNS), and Software Update Services (SUS); implement security, and implement a network access infrastructure through various techniques. This course follows the Microsoft Official Curriculum (MOC) and it is intended to prepare students to take the Microsoft's Implementing, Managing, and Maintaining a Microsoft Windows Server 2003 Network Infrastructure (Network Services) component of the Microsoft Certified Systems Engineer(MCSE) certification exam (Microsoft Exam # 70-291). This course may be taken three times with new technologies. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities.

**136 Planning and Maintaining a Microsoft  
Windows Server 2003 Network Infrastructure II**  
**.50 hours lecture, 3.00 hours lab,**  
**1.50 units**  
**Letter Grade or Credit/No Credit Option**

Prerequisite: MSFT 130 & 132, each with a grade of "C" or better or equivalent.

This course is the second part of the Microsoft Server Network Infrastructure series and provides students with the knowledge and skills necessary to plan and maintain a Windows Server (current edition) Network Infrastructure. Students learn the needed strategies to plan, optimize, and troubleshoot the Dynamic Host Configuration Protocol (DHCP), Domain Name System (DNS), Windows Internet Naming Service (WINS); and IPsec (Internet

Protocol Security) network access. This course follows the Microsoft Official Curriculum (MOC) and it is intended to prepare students to take the Microsoft's Planning and Maintaining a Microsoft Windows Server Network Infrastructure component of the Microsoft Certified Systems Engineer (MCSE) and Microsoft exam # 70-293. This course may be taken three times with new technologies. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities.