

April 12, 2007

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:

Aviation Maintenance Technology	Adoption of two new courses at Miramar College.	Attachment A
Biology	Adoption of a new course at City College.	Attachment B
Medical Assisting	Adoption of a course deactivation at Mesa College.	Attachment C
Personal Growth	Adoption of a new course at City, Mesa, Miramar College.	Attachment D
Photography	Adoption of two new courses at City College.	Attachment E
Physical Education	Adoption of a new course at City College.	Attachment F
Travel and Tourism	Adoption of a program deactivation at Mesa College.	Attachment G

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.

Henry T. Ingle, Ph.D.
Vice Chancellor
Instructional Services, Planning and Technology

Aviation Maintenance Technology

ACTION

Adoption of two new courses at Miramar College.

Proposed courses at Miramar College:

102G General Aviation Maintenance Technology Practices I

**6.00 hours lab, 2.00 units
Grade Only**

Corequisite: Completion of or concurrent enrollment in: Aviation Maintenance Technology 101G with a grade of "C" or better, or equivalent.
Advisory: English 51 and English 56 and Mathematics 32, each with a grade of "C" or better, or equivalent, or Assessment Skill Levels W5, R5 and M20.

Limitation on Enrollment: This course is not open to students with previous credit for Aviation Maintenance Technology 050, 100L, 100S, 102A, 102B, or 102E.

This course provides practical training in the use of basic aviation maintenance hand and power tools. Students learn about safety wiring, twist drills, torque methods, Federal Aviation Administration (FAA) forms and publications, and aircraft weight and balance. The content of this course meets the minimum requirements of Federal Aviation Regulation (FAR) Part 147; Appendix B; Subjects C, F, H, I, J, K, and L. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities.

102H General Aviation Maintenance Technology Practices II

**6.00 hours lab, 2.00 units
Grade Only**

Corequisite: Completion of or concurrent enrollment in: Aviation Maintenance Technology 101H and Aviation Maintenance Technology 102G, each with a grade of "C" or better, or equivalent.

Advisory: English 51 and English 56 and Mathematics 32, each with a grade of "C" or better, or equivalent, or Assessment Skill Levels W5, R5 and M20.

Limitation on Enrollment: This course is not open to students with previous credit for AVIM 050, 100L, 100S, 102C, 102D, or 102E.

This course provides practical training in aircraft fuel and instrument systems, materials, and blueprints. Topics include materials and processes, aircraft hardware, corrosion control, and drafting and blueprint reading. The content of this course meets the minimum requirements of Federal Aviation Regulation (FAR) Part 147; Appendix B; Subjects B, D, E, and G and Part 147; Appendix C, Section II, Subjects D and F. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities.

ACTION

Adoption of a new course at City College.

Proposed course at City College:

111 Cancer Biology

3.00 hours lecture, 3.00 units

Letter Grade or Credit/No Credit Option

Advisory: English 51 and English 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 previous credit for BIOL 123.

This is an introductory course that examines the basic biology of cancer and the approaches currently taken in cancer treatment. Basic principles of cell biology and genetics are explored to unravel the mechanisms of cancer development and the development of effective cancer therapeutics and preventative measures. The course emphasizes the process of scientific inquiry to illustrate how cancer biologists gather and analyze data in order to better understand and treat this disease estimated to be the number two killer in the US. The course is intended for all that want to learn about the types of cancer, causes of cancer, treatments of cancer, and the social impact of this disease on patients, families and society. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities.

ACTION

Adoption of a course deactivation at Mesa College.

Proposed course at Mesa College:

130 Advanced Clinical Assisting
3.00 hours lecture, 3.00 hours lab, 4.00 units
Grade Only

Prerequisite: Medical Assisting 120 with a grade of "C" or better, or equivalent.

Students are instructed in basic microbiology, immunology and hematology. Principles of various methods of disinfection and sterilization and principles of minor surgery as performed in the medical office. They are introduced to elementary pharmacology with emphasis on prescription reading and handling and care of medicines, preparation of patients for diagnostic examinations. Students are required to obtain CPR certification from a community source and present the certificate before completion of the course. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities.

Personal Growth

ACTION

Adoption of a new course at City, Mesa and Miramar College.

Proposed course at City, Mesa and Miramar College:

120 College Success and Lifelong Learning
3.00 hours lecture, 3.00 units
Letter Grade or Credit/No Credit Option

Advisory: English 51 and English 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 previous credit for Personal Growth 127. This course teaches success strategies to enhance academic and lifelong learning skills. Students explore topics such as motivation and attitudes, values, goal setting, decision-making processes, critical and creative thinking, personal health topics, interpersonal communication, developmental psychology, and learning and personality theories, as well as other techniques for maximizing their abilities to succeed as lifelong learners. Students apply these topics as they relate to their self-development as integrated physiological and psychological entities and acquire strategies to effectively deal with issues in their personal lives and educational and career plans. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities

Photography

ACTION

Adoption of two new courses at City College.

Proposed courses at City College:

102 Directed Photo Lab Studies

**3.00 hours lab, 1.00 units
Credit/No Credit Only**

Prerequisite: PHOT 100 with a grade of "C" or better, or equivalent or PHOT 143 with a grade of "C" or better, or equivalent.

A supervised laboratory in darkroom and/or digital photography. Emphasis is placed on refinement of personal photographic skills. This course is designed for intermediate and advanced photography students. May be taken up to four times. Content will vary with each repetition in photographic subjects and application of techniques. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities.

245 Landscape and Nature Photography

**1.50 hours lecture, 4.50 hours lab, 3.00 units
Grade Only**

Prerequisite: Photography 100 or Photography 105 or Photography 143, with a grade of "C" or better, or equivalent.

Limitation on Enrollment: This course is not open to students with previous credit for Photography 265C

This course explores the application of film and digital photography in the natural outdoor setting. From images of the "Grand Landscape" to details and abstracts drawn from nature, the class studies effect of light, exposure, composition, concepts of isolation and context, color theory, and various camera shooting techniques along with the work of major landscape and nature photographers. The class is designed for intermediate level photo students who have basic film or digital skills. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities.

Physical Education

ACTION

Adoption of a new course at City College.

Proposed course at City College:

249A Professional Activities/Badminton
1.50 hours lecture, 1.50 hours lab, 2.00 units
Letter Grade or Credit/No Credit Option

Corequisite: Physical Education 200.

This is a course in which students competing in their first intercollegiate badminton season learn the theoretical concepts necessary for successful participation. Topics covered include mechanical analysis of fundamentals through advanced badminton skills, offensive/defensive strategies, statistics, rules and officiating. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities.

ACTION

Adoption of a program deactivation at Mesa College.

Proposed program deactivation at Mesa College:

**Certificate of Achievement:
Travel and Tourism
Airline and Travel Agency**

Courses Required for the Major: _____ Units

Core courses

TRAV 105, Introduction to Travel Services	3
TRAV 110, Domestic & International Ticketing ..	3
TRAV 145, Tours & Tour Guiding	3
TRAV 180, Basic SABRE Reservations	2
TRAV 270, Work Experience	1

Airline and Travel Agency courses

TRAV 111, Travel to Asia & the Pacific	3
TRAV 112, Travel to Western Hemisphere	3
TRAV 115, Travel Agency Management.....	3
TRAV 121, Cruises	3
TRAV 182, Advanced SABRE Reservations.....	2

Total Units = 26

**Certificate of Achievement:
Travel and Tourism
Meeting and Convention Planning**

Courses Required for the Major: _____ Units

Core courses

TRAV 105, Introduction to Travel Services	3
TRAV 110, Domestic & International Ticketing ..	3
TRAV 145, Tours & Tour Guiding	3
TRAV 180, Basic SABRE Reservations	2
TRAV 270, Work Experience	1

Meeting and Convention Planning courses

TRAV 130, Tourism & Visitor Services	3
TRAV 132, Meeting & Convention Planning	3
BUSE 100, Introduction to Business or	
BUSE 119, Business Communications or	
BUSE 155, Managing the Small Business	3
HOTL 105, Hotel Motel Front Office Procedures	3
HOTL 110, Introduction to Hotel Motel	
Management	3

Total Units = 27

**Associate in Science Degree:
Travel and Tourism
Airline and Travel Agency**

Courses Required for the Major: _____ Units

Core courses

TRAV 105, Introduction to Travel Services.....	3
TRAV 110, Domestic & International Ticketing3	
TRAV 145, Tours & Tour Guiding	3
TRAV 180, Basic SABRE Reservations	2
TRAV 270, Work Experience	1

Airline and Travel Agency courses

TRAV 111, Travel to Asia & the Pacific.....	3
TRAV 112, Travel to Western Hemisphere	3
TRAV 115, Travel Agency Management.....	3
TRAV 121, Cruises	3
TRAV 182, Advanced SABRE Reservations.....	2

Total Units = 26

**Associate in Science Degree:
Travel and Tourism
Meeting and Convention Planning**

Courses Required for the Major: Units

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TRAV 110, Domestic & International Ticketing3	
TRAV 145, Tours & Tour Guiding	3
TRAV 180, Basic Sabre Reservations	2
TRAV 270, Work Experience	1

Meeting and Convention Planning courses

TRAV 130, Tourism & Visitor Services	3
TRAV 132, Meeting & Convention Planning	3
BUSE 100, Introduction to Business or	
BUSE 119, Business Communications or	
BUSE 155, Managing the Small Business.....	3
HOTL 105, Hotel Motel Front Office Procedures3	
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Total Units = 27