

A. NAME OF AGENDA ITEM

Consideration and approval of new or revised courses and programs.

B. STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose

Sections 55002, 55130 and 55150 of Title 5 requires the local district governing board approve degree-applicable credit courses, nondegree-applicable credit courses, noncredit courses, community services offerings, and credit and noncredit programs.

The following curriculum changes are proposed for the San Diego Community College District for City College, Mesa College, Miramar College or Continuing Education:

Chinese

Adoption of a course reactivation at Mesa College (**Attachment A**)

Human Services

Adoption of two course deactivations at City College (**Attachment B**)

Mecomtronics

Adoption of a course deactivation at City College (**Attachment C**)

Automotive Technology

Adoption of five revised programs at Miramar College (**Attachment D1-D3**)

Computer Business Technology

Adoption of two revised programs at Mesa College (**Attachment E**)

Manufacturing Engineering Technology

Adoption of two revised programs at City College (**Attachment F**)

2. Cost and Funding

There is no additional cost to the District

C. PROPOSAL

The Board of Trustees hereby grants authority to take the action outlined in Part A.

Otto W. K. Lee, Ed.D.
Vice Chancellor
Instructional Services

ACTION

Adoption of a course reactivation at Mesa College.

Proposed course reactivation (not active at any college) at Mesa College:

**210 Conversation and Composition in Chinese
I**

**48 - 54 hours lecture, 3 units
Letter Grade or Pass/No Pass Option**

Prerequisite: Chinese 102 with a grade of "C" or better, or equivalent.

This is an interactive course in Chinese conversation and composition at the intermediate level. In this course, students are encouraged to express themselves creatively both orally and in writing as they explore a variety of topics in Chinese. This course is intended for students who have completed the first two courses in the Chinese language sequence. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities.

Human Services

ACTION

Adoption of a course deactivation at City College.

Proposed course deactivations at City College (no longer active at any College):

113 Capstone for Community Health Workers
48 - 54 hours lecture, 3 units
Grade Only

Prerequisite: Human Services 103 with a grade of "C" or better, or equivalent.

This course provides students in the Community Health Work (CHW) Certificate Program the opportunity to discuss and analyze their experiences while performing their roles and responsibilities as community health workers (CHWs) in the field. Emphasis is placed on helping students apply knowledge gained through the Certificate Program to improve performance, especially in the areas of healthy lifestyles, preventive care, community development, team participation, and health behavior modification. This course is designed and required for students completing the CHW Certificate Program. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities.

116 Capstone for Youth Development Workers
48 - 54 hours lecture, 3 units
Grade Only

Prerequisite: Human Services 106 with a grade of "C" or better, or equivalent.

This course provides students completing the Youth Development Work (YDW) Certificate Program the opportunity to integrate course material and practical field experience in a seminar setting using a case-study format. Emphasis is placed on assessing community assets, resource acquisition, and the application of youth development models to actual program and individual cases. This course is designed for students pursuing the Youth Development Work Certificate Program. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities.

ACTION

Adoption of a course deactivation at City College.

Proposed course deactivation at City College (no longer active at any College):

203 Telecommunications

**32 - 36 hours lecture, 48 - 54 hours lab, 3 units
Grade Only**

Prerequisite: Mecomtronics 201A, Mecomtronics 202A and Mathematics 183, each with a grade of "C" or better, or equivalent.

This course focuses on telecommunications and networking for students in the Engineering Technology Mecomtronics program. The course provides students with a background in the theory of telecommunications and hands-on experience installing and administrating a network. Students learn technical characteristics of telecommunications such as protocols, transmission characteristics, data representation, carrier techniques, and multiplexing. Students evaluate and select network components; install network hardware, software and cabling; troubleshoot network malfunctions; and perform network administration tasks. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities.

Automotive Technology

ACTION

Adoption of a program revision at Miramar College.

Proposed program revisions at Miramar College:

**Certificate of Achievement
Automotive Brakes and Suspension
Chassis**

Courses Required for the Major:	Units
AUTO 051 Quick Service Lube, Pre-Delivery Inspection Technician or	
<u>AUTO 051A Quick Service Lube, Pre-Delivery Inspection Technician Module I and</u>	
<u>AUTO 051B Quick Service Lube, Pre-Delivery Inspection Technician Module II and</u>	
<u>AUTO 051C Quick Service Lube, Pre-Delivery Inspection Technician Module III or</u>	
AUTO 053 Introduction to Automotive Technology or	
<u>AUTO 053A Introduction to Automotive Technology Module I and</u>	
<u>AUTO 053B Introduction to Automotive Technology Module II and</u>	
<u>AUTO 053C Introduction to Automotive Technology Module III.....</u>	<u>3</u>
AUTO 061 Basic Electricity and Electrical Systems Fundamentals.....	4
AUTO 062 Advanced Electrical	4
AUTO 069 Climate Control Systems or	
AUTO 072 Manual Transmissions Drive Lines.....	4
AUTO 076 Automotive Brake Systems	4
AUTO 078 Suspension, Steering and Handling.....	4
Total Units =21.5 19	

**Certificate of Achievement
Automotive Engine Performance**

Courses Required for the Major: Units	Units
<u>AUTO 051 Quick Service Lube, Pre-Delivery Inspection Technician or</u>	
<u>AUTO 051A Quick Service Lube, Pre-Delivery Inspection Technician Module I and</u>	
<u>AUTO 051B Quick Service Lube, Pre-Delivery Inspection Technician Module II and</u>	
<u>AUTO 051C Quick Service Lube, Pre-Delivery Inspection Technician Module III or</u>	
AUTO 053 Introduction to Automotive Technology or	
<u>AUTO 053A Introduction to Automotive Technology Module I and</u>	
<u>AUTO 053B Introduction to Automotive Technology Module II and</u>	
<u>AUTO 053C Introduction to Automotive Technology Module III</u>	<u>3</u>
AUTO 056 Engine and Related Systems.....	4
AUTO 061 Basic Electricity and Electrical Systems Fundamentals	4
AUTO 062 Advanced Electrical.....	4
<u>AUTO 065 Engine Performance</u>	<u>4</u>
AUTO 067 Advanced Engine Performance	4
AUTO 069 Climate Control Systems	4
AUTO 078 Suspension, Steering and Handling.....	4
Total Units =23	

**Associate in Science Automotive
Technology**

Courses Required for the Major:	Units
<u>AUTO 051 Quick Service Lube, Pre-Delivery Inspection Technician or</u>	
<u>AUTO 051A Quick Service Lube, Pre-Delivery Inspection Technician Module I and</u>	
<u>AUTO 051B Quick Service Lube, Pre-Delivery Inspection Technician Module II and</u>	
<u>AUTO 051C Quick Service Lube, Pre-Delivery Inspection Technician Module III or</u>	
AUTO 053 Introduction to Automotive Technology or	
<u>AUTO 053A Introduction to Automotive Technology Module I and</u>	
<u>AUTO 053B Introduction to Automotive Technology Module II and</u>	
<u>AUTO 053C Introduction to Automotive Technology Module III.....</u>	<u>3</u>
AUTO 056 Engine and Related Systems	4
AUTO 061 Basic Electricity and Electrical Systems Fundamentals.....	4
AUTO 062 Advanced Electrical	4
AUTO 064 Advanced Fuel and Emissions Systems	2
AUTO 065 Engine Performance	4
AUTO 067 Advanced Engine Performance	4
AUTO 069 Climate Control Systems.....	4
AUTO 072 Manual Drive Train and Axles.....	4
AUTO 074 Automatic Transmissions/Axles.....	4
AUTO 076 Automotive Brake Systems	4
AUTO 078 Suspension, Steering and Handling.....	4
AUTO 085 Advanced Emission Specialist Exam Qualification Course.....	6
AUTO 095 Automotive Technology Internship.....	1 – 2
Total Units =45-46 50 – 51	

**Certificate of Achievement
Automotive Electrical**

Courses Required for the Major:	Units
<u>AUTO 051 Quick Service Lube, Pre-Delivery Inspection Technician or</u>	
<u>AUTO 051A Quick Service Lube, Pre-Delivery Inspection Technician Module I and</u>	
<u>AUTO 051B Quick Service Lube, Pre-Delivery Inspection Technician Module II and</u>	
<u>AUTO 051C Quick Service Lube, Pre-Delivery Inspection Technician Module III or</u>	
AUTO 053 Introduction to Automotive Technology or	
<u>AUTO 053A Introduction to Automotive Technology Module I and</u>	
<u>AUTO 053B Introduction to Automotive Technology Module II and</u>	
<u>AUTO 053C Introduction to Automotive Technology Module III.....</u>	<u>3</u>
AUTO 056 Engine and Related Systems	4
AUTO 061 Basic Electricity and Electrical Systems Fundamentals	4
AUTO 062 Advanced Electrical	4
AUTO 065 Engine Performance	4
AUTO 067 Advanced Engine Performance	4
AUTO 069 Climate Control Systems.....	4
AUTO 081 Introduction to Alternative Fuels and Electric Hybrid Vehicles or	
AUTO 095 Automotive Technology Internship.....	1 – 2
Total Units=24-25 19	

**Certificate of Achievement
Automotive Transmissions**

Courses Required for the Major: Units

<u>AUTO 051 Quick Service Lube, Pre-Delivery Inspection Technician</u> or	
<u>AUTO 051A Quick Service Lube, Pre-Delivery Inspection Technician Module I</u> and	
<u>AUTO 051B Quick Service Lube, Pre-Delivery Inspection Technician Module II</u> and	
<u>AUTO 051C Quick Service Lube, Pre-Delivery Inspection Technician Module III</u> or	
AUTO 053 Introduction to Automotive Technology or	
<u>AUTO 053A Introduction to Automotive Technology Module I</u> and	
<u>AUTO 053B Introduction to Automotive Technology Module II</u> and	
<u>AUTO 053C Introduction to Automotive Technology Module III</u>	3
AUTO 056 Engine and Related Systems	4
AUTO 061 Basic Electricity and Electrical Systems Fundamentals	4
<u>AUTO 062 Advanced Electrical</u>	4
<u>AUTO 065 Engine Performance</u>	4
AUTO 069 Climate Control Systems	4
AUTO 072 Manual Transmissions Drive Lines.....	4
AUTO 074 Automatic Transmissions/Axles.....	4
AUTO 078 Suspension, Steering and Handling	4
Total Units =	23

Computer Business Technology

ACTION

Adoption of a program revision at Mesa College.

Proposed program revisions at Mesa College:

**Associate in Science Degree
Administrative Assistant**

**Certificate of Achievement
Administrative Assistant**

Courses Required for the Major:	Units
<u>CBTE 095 Keyboarding/Typing Speed Development..</u>	<u>1</u>
<u>CBTE 101 Keyboarding for Computers.....</u>	<u>1</u>
CBTE 102 Keyboarding	
CBTE 103 Beginning Computer Keyboarding	3
<u>CBTE 114 Introduction to Microsoft Windows.....</u>	<u>1</u>
<u>CBTE 120 Beginning Microsoft Word</u>	<u>2</u>
<u>CBTE 122 Intermediate Microsoft Word.....</u>	<u>3</u>
<u>CBTE 127 Introduction to PowerPoint</u>	<u>2</u>
<u>CBTE 140 Microsoft Excel.....</u>	<u>2</u>
CBTE 140A Introduction to Microsoft Excel	1
<u>CBTE 151 Introduction to Microsoft Access</u>	<u>1</u>
<u>CBTE 161 Learning the Internet.....</u>	<u>1</u>
<u>CBTE 164 Introduction to Microsoft Outlook</u>	<u>1</u>
<u>CBTE 165 Webpage Creation with Dreamweaver or</u>	
<u>WEBD 165 Beginning Web Design: Dreamweaver</u>	<u>3</u>
CBTE 170 Desktop Publishing	2
<u>CBTE 205 Records Management.....</u>	<u>3</u>
CBTE 210 Computers in Business.....	3
<u>CBTE 211 Office Administration</u>	<u>3</u>
<u>ACCT 150 Computer Accounting Applications</u>	<u>3</u>
<u>BUSE 101 Business Mathematics.....</u>	<u>3</u>
<u>BUSE 119 Business Communications</u>	<u>3</u>
Total Units =24.526.5 33	

Courses Required for the Major:	Units
<u>CBTE 095 Keyboarding/Typing Speed</u>	
<u>Development</u>	<u>1</u>
<u>CBTE 101 Keyboarding for Computers.....</u>	<u>1</u>
CBTE 102 Keyboarding or	
CBTE 103 Beginning Computer Keyboarding	3
<u>CBTE 114 Introduction to Microsoft Windows.....</u>	<u>1</u>
<u>CBTE 120 Beginning Microsoft Word</u>	<u>2</u>
CBTE 122 Intermediate Microsoft Word.....	3
<u>CBTE 140A Introduction to Microsoft Excel</u>	<u>1</u>
<u>CBTE 151 Introduction to Microsoft Access</u>	<u>1</u>
CBTE 170 Desktop Publishing	2
<u>CBTE 205 Records Management.....</u>	<u>3</u>
CBTE 210 Computers in Business.....	3
<u>CBTE 211 Office Administration</u>	<u>3</u>
<u>ACCT 150 Computer Accounting Applications</u>	<u>3</u>
<u>BUSE 101 Business Mathematics.....</u>	<u>3</u>
<u>BUSE 119 Business Communications</u>	<u>3</u>
Total Units = 222422	

Manufacturing Engineering Technology

ACTION

Adoption of a program revision at City College.

Proposed program revisions at City College:

**Associate in Science
Manufacturing Engineering
Technology- Option: Electronics**

Courses Required for the Major:	Units
MFET 110 Industrial Safety.....	2
MFET 210 Statistical Process Control.....	3
MFET 230 Lean Manufacturing.....	3
MFET 150 Manufacturing Automation or	
MFET 150A Manufacturing Automation I and	
MFET 150B Manufacturing Automation II.....	3
MFET 101 Introduction to Manufacturing Engineering Technology or	
MFET 101A Introduction to Manufacturing I and	
MFET 101B Introduction to Manufacturing II and	
MFET 101C Introduction to Manufacturing III.....	3
MFET 105 Print Reading and Symbology or	3
MFET 105A Print Reading I and	1.5
MFET 105B Print Reading II or	1.5
ENGN 130 Introduction to Engineering Design and	1.5
MFET 105B Print Reading II.....	1.5
MFET 115 Properties of Materials.....	3
MFET 120 Manufacturing Processes.....	4
ENGN 128 Electronics for Technology and	3
MFET 220 Programmable Logic Controllers or	3
<u>MFET 225 Introduction to Photovoltaic Manufacturing and Applications and.....</u>	<u>4</u>
MATH 096 Intermediate Algebra and Geometry or ...	5
MATH 098 Technical Intermediate Algebra and Geometry and	4
ENGN 110 Science for Technical Applications.....	4
TEHW 101 Introduction to Technical Writing.....	3
and Select one course from:	Units
ENGE 111 Introduction to Computer-Aided Design or	3
ENGE 151 Engineering Drawing or	2
TECI 101 Basic Technical Illustration.....	3
and Select one course from:	Units
MFET 250 Manufacturing Capstone Course or	
ENGN 275 Engineering Technology Industrial Internship.....	4
Total Units	39 - 44.5

**Certificate of Achievement
Electronics Manufacturing**

Courses Required for the Major:	Units
MFET 110 Industrial Safety.....	2
MFET 210 Statistical Process Control.....	3
MFET 230 Lean Manufacturing.....	3
MFET 150 Manufacturing Automation or	
MFET 150A Manufacturing Automation I and	
MFET 150B Manufacturing Automation II.....	3
MFET 101 Introduction to Manufacturing Engineering Technology or	
MFET 101A Introduction to Manufacturing I and	
MFET 101B Introduction to Manufacturing II and	
MFET 101C Introduction to Manufacturing III ..	3
MFET 105 Print Reading and Symbology or	3
MFET 105A Print Reading I and	1.5
MFET 105B Print Reading II or	1.5
ENGN 130 Introduction to Engineering Design and	3
MFET 105B Print Reading II.....	1.5
MFET 115 Properties of Materials.....	3
MFET 120 Manufacturing Processes.....	4
ENGN 128 Electronics for Technology and	3
MFET 220 Programmable Logic Controllers or ..	3
<u>MFET 225 Introduction to Photovoltaic Manufacturing and Applications.....</u>	<u>4</u>
Total Units	=30-31.50 28 - 31.5