

**Curriculum Instructional Council  
Actions Approved – August 28, 2008**

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

**Anthropology (ANTH)**

<p><b>200 Introduction to North American Indians</b></p> <p style="text-align: right;"><b>3 hours lecture, 3 units</b></p> <p style="text-align: center;"><b>Letter Grade or Credit/No Credit Option</b></p> <p><b>REQUISITES:</b>  <i>Advisory:</i> English 101 with a grade of "C" or better, or equivalent, or Assessment Skill Levels R6 and W6.  This course is a survey of the history and experiences of North American Indian cultures north of Mexico. Emphasis is placed on the development of American Indian comparative ethnology within the larger discipline of cultural anthropology. All North American Indian culture areas are introduced and a number of exemplar cultures are selected for in-depth review. This course is for all students interested in cultural anthropology and/or Native American ethnography.</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. IGETC. UC Transfer Course List. CSU General Education.</p>	<p><b>Offered At:</b> Mesa</p> <p><b>Action(s) Proposed:</b> Course Integration (May Include Activation)  <i>Six Year Review</i>  <i>Advisory (Change)</i>  <i>Course Description</i>  <i>Critical Thinking Assignments</i>  <i>Field Trip</i>  <i>Methods of Evaluation</i>  <i>Methods of Instruction</i>  <i>Outline of Topics</i>  <i>Outside Assignments</i>  <i>Reading Assignments</i>  <i>Student Learning Objectives</i>  <i>Texts</i>  <i>Writing Assignments</i>  <b>Approved</b></p> <p><b>Proposed for College(s):</b> Mesa</p> <p><b>Originating Campus:</b> Mesa</p> <p><b>Effective:</b> Spring 2009</p>
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**Computer Business Technology (CBTE)**

<p><b>101 Keyboarding for Computers</b> <span style="float: right;"><b>0.75 hour lecture, 0.75 hour lab, 1 unit Grade Only</b></span></p> <p><b>REQUISITES:</b>  <i>Advisory:</i> English 51 and English 56, each with a grade of "C" or better, or equivalent, or Assessment Skill Levels W5 and R5.  <i>Limitation on Enrollment:</i> This course is not open to students with previous credit for Office Information Systems 101, 102, or 164.                  This course introduces students to basic keyboarding skills and document processing activities. Topics include keyboarding and basic word processing. Students practice keying by touch using word processing software.</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>Offered At:</b> City, Mesa, Miramar</p> <p><b>Action(s) Proposed:</b> Course Revision (May Include Activation)  <i>Six Year Review</i>  <i>Course Description</i>  <i>Critical Thinking Assignments</i>  <i>Methods of Evaluation</i>  <i>Methods of Instruction</i>  <i>Outline of Topics</i>  <i>Outside Assignments</i>  <i>Reading Assignments</i>  <i>Student Learning Outcomes</i>  <i>Supplies</i>  <i>Texts</i>  <i>Writing Assignments</i>  <b>Approved</b></p> <p><b>Proposed for College(s):</b> City, Mesa, Miramar</p> <p><b>Originating Campus:</b> Miramar</p> <p><b>Effective:</b> Spring 2009</p>
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**Computer Business Technology (CBTE) Pulled for discussion at the 9/11/2008 CIC meeting.**

<p><b>* 143 Intermediate Microsoft Excel</b> <span style="float: right;"><b>2 hours lecture, 3 hours lab, 3 units Grade Only</b></span></p> <p><b>REQUISITES:</b>  <i>Advisory: Completion of or concurrent enrollment in:</i> Computer Business Technology 101, 114, and 140 each with a grade of "C" or better, or equivalent. English 51 and English 56, each with a grade of "C" or better, or equivalent, or Assessment Skill Levels W5 and R5.                  This course covers intermediate-level functions and projects using Microsoft Excel. Topics include charts, pivot tables, functions, formulas, data validation, autofilters, macros, visual basic for applications, and collaboration with other programs. This course is intended for students majoring in a computer business technology field or anyone interested in expanding knowledge and competency with Microsoft Excel.</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>Offered At:</b> NONE</p> <p><b>Action(s) Proposed:</b> New Course</p> <p><b>Proposed for College(s):</b> City, Miramar</p> <p><b>Originating Campus:</b> Miramar</p> <p><b>Dist. Ed Proposed For College(s):</b> Miramar</p> <p><b>Effective:</b> Spring 2009</p> <p><b>Pulled for discussion at the 9/11/2008 CIC meeting.</b></p>
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**Computer Business Technology (CBTE)**

<p><b>151 Introduction to Microsoft Access</b>  <b>0.75 hour lecture, 0.75 hour lab, 1 unit</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>  <i>Advisory:</i> English 51 and English 56, each with a grade of "C" or better, or equivalent, or Assessment Skill Levels W5 and R5. Computer Business Technology 103 and 111, each with a grade of "C" or better, or equivalent. This course covers basic Access skills. Students receive hands-on practice in creating, modifying, and sorting database tables, performing queries, creating reports, and designing forms. 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>Offered At:</b> City, Mesa, Miramar</p> <p><b>Action(s) Proposed:</b> Course Deactivation (Active at another College)</p> <p><b>Approved</b></p> <p><b>Proposed for College(s):</b> Miramar</p> <p><b>Originating Campus:</b> Miramar</p> <p><b>Effective:</b> Spring 2009</p>
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**Computer Business Technology (CBTE) Pulled for discussion at the 9/11/2008 CIC meeting.**

<p><b>* 152 Beginning Microsoft Access</b>  <b>1.5 hours lecture, 1.5 hours lab, 2 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>  <i>Advisory: Completion of or concurrent enrollment in:</i> Computer Business Technology 101 and 114, each with a grade of "C" or better, or equivalent. English 51 and English 56, each with a grade of "C" or better, or equivalent, or Assessment Skill Levels W5 and R5. This course introduces students to the fundamentals of Microsoft Access. Topics include creating, modifying, and sorting database tables; creating queries; creating and enhancing custom forms and reports; modifying the database structure; and importing and exporting data to other programs. This course is intended for students majoring in a computer business technology field or anyone interested in learning the fundamental functions of Microsoft Access.</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>Offered At:</b> NONE</p> <p><b>Action(s) Proposed:</b> New Course</p> <p><b>Proposed for College(s):</b> City, Miramar</p> <p><b>Originating Campus:</b> Miramar</p> <p><b>Dist. Ed Proposed For College(s):</b> Miramar</p> <p><b>Effective:</b> Spring 2009</p> <p><b>Pulled for discussion at the 9/11/2008 CIC meeting.</b></p>
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**Computer Business Technology (CBTE)**

<p><b>190 Introduction To Quicken</b></p> <p align="right"><b>1.5 hours lecture, 1.5 hours lab, 2 units Grade Only</b></p> <p><b>REQUISITES:</b>  <i>Advisory:</i> English 51 and English 56, each with a grade of "C" or better, or equivalent, or Assessment Skill Levels W5 and R5. Computer Business Technology 103 with a grade of "C" or better, or equivalent.  <i>Limitation on Enrollment:</i> This course is not open to students with previous credit for Office Information Systems 153A.                      This course is designed to prepare students for employment in a home-based office or small business office. This course provides hands-on practice with Quicken, a program for organizing and managing financial information and performing on-line banking and bill payments in small businesses and home-based offices. 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>Offered At:</b> City, Mesa</p> <p><b>Action(s) Proposed:</b> Course Deactivation (Active at another College)</p> <p><b>Approved</b></p> <p><b>Proposed for College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Fall 2009</p>
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**Computer Business Technology (CBTE)**

<p><b>198A Project Lab I</b></p> <p align="right"><b>1.5 hours lab, 0.5 unit Credit/No Credit Only</b></p> <p><b>REQUISITES:</b>  <i>Advisory:</i> English 51 and English 56, each with a grade of "C" or better, or equivalent, or Assessment Skill Levels W5 and R5.                      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>Offered At:</b> City, Mesa, Miramar</p> <p><b>Action(s) Proposed:</b> Course Deactivation (Active at another College)</p> <p><b>Approved</b></p> <p><b>Proposed for College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Fall 2009</p>
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**Computer Business Technology (CBTE)**

<p><b>205 Records Management</b></p> <p align="right"><b>3 hours lecture, 3 units Grade Only</b></p> <p><b>REQUISITES:</b>  <i>Advisory:</i> English 51 and English 56, each with a grade of "C" or better, or equivalent, or Assessment Skill Levels W5 and R5.                      Computer Business Technology 101 with a grade of "C" or better, or equivalent.                      This course is designed to prepare students for employment in the field of Records and Information Management (RIM). The course covers the fundamentals of Records Management including the principles of indexing and filing; the major filing systems-alphabetical, numerical, subject, and geographic; the role of the records management and the records manager in the information industry; selection of systems, equipment, and supplies; design, control, and maintenance of a records center; and provides experience in using the computer to manage records.</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>Offered At:</b> City, Mesa, Miramar</p> <p><b>Action(s) Proposed:</b> Course Revision                      (May Include Activation)  <i>Six Year Review</i>  <i>Advisory (Change)</i>  <i>Course Description</i>  <i>Critical Thinking Assignments</i>  <i>Limitation on Enrollment</i>  <i>Methods of Evaluation</i>  <i>Methods of Instruction</i>  <i>Outline of Topics</i>  <i>Outside Assignments</i>  <i>Reading Assignments</i>  <i>Texts</i>  <i>Writing Assignments</i>  <b>Approved</b></p> <p><b>Proposed for College(s):</b> City, Mesa, Miramar</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Spring 2009</p>
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**Electrical (ELEC)**

<p><b>170A Advanced Electrical Construction I</b></p> <p align="right"><b>2 hours lecture, 3 hours lab, 3 units Grade Only</b></p> <p><b>REQUISITES:</b>  <i>Prerequisite:</i> Electrical 165B (formerly Electrical 65B) or 302B with a grade of "C" or better, or equivalent.  <i>Limitation on Enrollment:</i> This course is not open to students with previous credit for Building Construction Technology 212 or Electrical 303A or 70A.                      This course is an advanced study of electrical techniques. Topics include branch load calculations for circuits and varied electrical appliances, electrical conductors, devices used for overprotection of loads, currents, circuits and fuses, fill requirements for boxes/raceways, principles of wiring devices, switches and receptacles, requirements for distribution equipment, settings for voltage, switch gear, circuits and components, distribution system transformers, National Electrical Code (NEC) requirements, and troubleshooting. This course is designed for students in the Electrical program.</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>Offered At:</b> City</p> <p><b>Action(s) Proposed:</b> Course Revision                      (May Include Activation)  <i>Six Year Review</i>  <i>Course Renumbering-was ELEC 70A</i>  <i>Critical Thinking Assignments</i>  <i>Limitation on Enrollment</i>  <i>Methods of Instruction</i>  <i>Outside Assignments</i>  <i>Prerequisite (New)</i>  <i>Reading Assignments</i>  <i>Student Learning Objectives</i>  <i>Texts</i>  <i>Transferability Change</i>  <i>Writing Assignments</i>  <b>Approved</b></p> <p><b>Proposed for College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Fall 2009</p>
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**Electrical (ELEC)**

<p><b>170B Advanced Electrical Construction II</b>  <b>2 hours lecture, 3 hours lab, 3 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>  <i>Prerequisite:</i> Electrical 170A (formerly Electrical 70A) or 303A with a grade of "C" or better, or equivalent.  <i>Limitation on Enrollment:</i> This course is not open to students with previous credit for Building Construction Technology 213 or Electrical 303B or 70B.                  This course provides the electrical worker with instruction in basic lighting and National Electrical Code (NEC) requirements for indoor and outdoor lighting. Topics include introductory motor basics, including calculations, transformers, instruments for testing, wiring, protection, maintenance, and troubleshooting for various types of motors and motor controls. This course also covers an introduction to heating, ventilation, and air conditioning (HVAC) systems and refrigeration theory, including compressors, operating systems and system maintenance equipment, and safety requirements. The principles of combustion, hazardous materials, their reactions in varied locations, and the use of safety equipment is also included in this course.</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>Offered At:</b> City</p> <p><b>Action(s) Proposed:</b> Course Revision                  (May Include Activation)  <i>Six Year Review</i>  <i>Course Description</i>  <i>Course Renumbering-was ELEC 70B</i>  <i>Critical Thinking Assignments</i>  <i>Field Trip</i>  <i>Limitation on Enrollment</i>  <i>Methods of Evaluation</i>  <i>Methods of Instruction</i>  <i>Outline of Topics</i>  <i>Outside Assignments</i>  <i>Prerequisite (Change)</i>  <i>Reading Assignments</i>  <i>Texts</i>  <i>Transferability Change</i>  <i>Writing Assignments</i>  <b>Approved</b></p> <p><b>Proposed for College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Fall 2009</p>
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**Electrical (ELEC)**

<p><b>175A Electrical Construction Specialties I</b>  <b>2 hours lecture, 3 hours lab, 3 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>  <i>Prerequisite:</i> Electrical 170B (formerly Electrical 70B) or 303B with a grade of "C" or better, or equivalent.  <i>Limitation on Enrollment:</i> This course is not open to students with previous credit for Building Construction Technology 222 or Electrical 304A or 75A.                  This course provides the electrical worker with instruction in calculations for wiring commercial and residential dwellings and National Electrical Code (NEC) requirements for lighting and specialty fixtures. Topics include the standby emergency electrical systems and system applications, disconnect switches, feeder and branch circuits for direct current (DC) systems, theory and operating principles for solid-state devices, operational amplifier circuits, transformers and components of fire alarm and security systems, and installation methods for smoke and heat detectors.</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>Offered At:</b> City</p> <p><b>Action(s) Proposed:</b> Course Revision (May Include Activation)                  Six Year Review                  Course Description                  Course Renumbering-was ELEC 75A                  Critical Thinking Assignments                  Limitation on Enrollment                  Methods of Instruction                  Outline of Topics                  Outside Assignments                  Prerequisite (Change)                  Reading Assignments                  Texts                  Transferability Change                  Writing Assignments  <b>Approved</b></p> <p><b>Proposed for College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Fall 2009</p>
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**Electrical (ELEC)**

<p><b>175B Electrical Construction Specialties II</b>  <b>2 hours lecture, 3 hours lab, 3 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>  <i>Prerequisite:</i> Electrical 175A (formerly Electrical 75A) or 304A with a grade of "C" or better, or equivalent.  <i>Limitation on Enrollment:</i> This course is not open to students with previous credit for Building Construction Technology 223 or Electrical 304B or 75B.                  This course is designed to provide the electrical worker with advanced instruction in controls for motors, starters, relays, switches and transformers as well as in the installation and connection of gas burner controls and commercial and industrial Heating Ventilation and Air Conditioning (HVAC) control systems. Topics also include National Electrical Code (NEC) and Occupational Safety and Health Administration (OSHA) requirements for connecting and grounding varied welding machines, installation and protection of heat-tracing and freeze protection equipment, principles and maintenance of motors, and selection of materials and tools required for high voltage termination/splices according to manufacturer's specifications.</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>Offered At:</b> City</p> <p><b>Action(s) Proposed:</b> Course Revision (May Include Activation)                  Six Year Review                  Course Description                  Course Renumbering-was ELEC 75B                  Critical Thinking Assignments                  Limitation on Enrollment                  Methods of Instruction                  Outline of Topics                  Outside Assignments                  Prerequisite (Change)                  Reading Assignments                  Texts                  Transferability Change                  Writing Assignments  <b>Approved</b></p> <p><b>Proposed for College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Fall 2009</p>
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**Electrical (ELEC)**

<p><b>303A Advanced Electrical Apprenticeship I</b>  <b>2 hours lecture, 3 hours lab, 3 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>  <i>Advisory:</i> Electrical 302B or 165B (formerly ELEC 65B) with a grade of "C" or better, or equivalent.  <i>Limitation on Enrollment:</i> Apprenticeship - Student must be a state registered apprentice in this trade. This course is not open to students with previous credit for Building Construction Technology 212 or Electrical 70A or 170A.                  This course is an advanced study of electrical techniques. Topics include branch load calculations for circuits and varied electrical appliances, electrical conductors, devices used for overprotection of loads, currents, circuits and fuses, fill requirements for boxes/raceways, principles of wiring devices, switches and receptacles, requirements for distribution equipment, settings for voltage, switch gear, circuits and components, distribution system transformers, National Electrical Code (NEC) requirements, and troubleshooting. This course is designed for students in the Electrical Apprenticeship program.</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>Offered At:</b> City</p> <p><b>Action(s) Proposed:</b> Course Revision (May Include Activation)  <i>Six Year Review</i>  <i>Advisory (New)</i>  <i>Course Description</i>  <i>Critical Thinking Assignments</i>  <i>Limitation on Enrollment</i>  <i>Methods of Evaluation</i>  <i>Methods of Instruction</i>  <i>Outside Assignments</i>  <i>Reading Assignments</i>  <i>Student Learning Objectives</i>  <i>Texts</i>  <i>Transferability Change</i>  <i>Writing Assignments</i>  <b>Approved</b></p> <p><b>Proposed for College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Fall 2009</p>
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**Electrical (ELEC)**

<p><b>303B Advanced Electrical Apprenticeship II</b>  <b>2 hours lecture, 3 hours lab, 3 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>  <i>Advisory:</i> Electrical 303A or 170A (formerly Electrical 70A) with a grade of "C" or better, or equivalent.  <i>Limitation on Enrollment:</i> Apprenticeship - Student must be a state registered apprentice in this trade. This course is not open to students with previous credit for Building Technology 213 or Electrical 70B or 170B.                  This course provides the electrical worker with instruction in basic lighting and National Electrical Code (NEC) requirements for indoor and outdoor lighting. Topics include introductory motor basics, including calculations, transformers, instruments for testing, wiring, protection, maintenance, and troubleshooting for various types of motors and motor controls. This course also covers an introduction to heating, ventilation, and air conditioning (HVAC) systems and refrigeration theory, including compressors, operating systems and system maintenance equipment, and safety requirements. The principles of combustion, hazardous materials, their reactions in varied locations, and the use of safety equipment is also included in this course.</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>Offered At:</b> City</p> <p><b>Action(s) Proposed:</b> Course Revision (May Include Activation)  <i>Six Year Review</i>  <i>Advisory (New)</i>  <i>Course Description</i>  <i>Critical Thinking Assignments</i>  <i>Limitation on Enrollment</i>  <i>Methods of Evaluation</i>  <i>Methods of Instruction</i>  <i>Outline of Topics</i>  <i>Outside Assignments</i>  <i>Reading Assignments</i>  <i>Texts</i>  <i>Transferability Change</i>  <i>Writing Assignments</i>  <b>Approved</b></p> <p><b>Proposed for College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Fall 2009</p>
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**Electrical (ELEC)**

<p><b>304A Electrical Apprenticeship Specialties I</b>  <b>2 hours lecture, 3 hours lab, 3 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>  <i>Advisory:</i> Electrical 303B or 170B (formerly ELEC 70B) with a grade of "C" or better, or equivalent.  <i>Limitation on Enrollment:</i> Apprenticeship - Student must be a state registered apprentice in this trade. This course is not open to students with previous credit for Building Construction Technology 222 or Electrical 75A or 175A.                  This course provides the electrical apprentice with instruction in calculations for wiring commercial and residential dwellings and National Electrical Code (NEC) requirements for lighting and specialty fixtures. Topics include the standby emergency electrical systems and system applications, disconnect switches, feeder and branch circuits for direct current (DC) systems, theory and operating principles for solid-state devices, operational amplifier circuits, transformers and components of fire alarm and security systems, and installation methods for smoke and heat detectors.</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>Offered At:</b> City</p> <p><b>Action(s) Proposed:</b> Course Revision (May Include Activation)  <i>Six Year Review</i>  <i>Advisory (New)</i>  <i>Course Description</i>  <i>Critical Thinking Assignments</i>  <i>Limitation on Enrollment</i>  <i>Methods of Evaluation</i>  <i>Methods of Instruction</i>  <i>Outline of Topics</i>  <i>Outside Assignments</i>  <i>Reading Assignments</i>  <i>Student Learning Objectives</i>  <i>Texts</i>  <i>Transferability Change</i>  <i>Writing Assignments</i>  <b>Approved</b></p> <p><b>Proposed for College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Fall 2009</p>
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**Curriculum Instructional Council  
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**Electrical (ELEC)**

<p><b>304B Electrical Apprenticeship Specialties II</b>  <b>2 hours lecture, 3 hours lab, 3 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b></p> <p><i>Advisory:</i> Electrical 304A or 175A (formerly Electrical 75A) with a grade of "C" or better, or equivalent.  <i>Limitation on Enrollment:</i> Apprenticeship - Student must be a state registered apprentice in this trade. This course is not open to students with previous credit for Building Construction Technology 223 or Electrical 75B or 175B.          This course is designed to provide the electrical apprentice with advanced instruction in controls for motors, starters, relays, switches and transformers as well as in the installation and connection of gas burner controls and commercial and industrial Heating Ventilation and Air Conditioning (HVAC) control systems. Topics also include National Electrical Code (NEC) and Occupational Safety and Health\par Administration (OSHA) requirements for connecting and grounding varied welding machines,\par installation and protection of heat-tracing and freeze protection equipment, principles and maintenance of motors, and selection of materials and tools required for high voltage termination/splices according to\par manufacturer's specifications.</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>Offered At:</b> City</p> <p><b>Action(s) Proposed:</b> Course Revision (May Include Activation)  <i>Six Year Review</i>  <i>Advisory (New)</i>  <i>Course Description</i>  <i>Critical Thinking Assignments</i>  <i>Limitation on Enrollment</i>  <i>Methods of Evaluation</i>  <i>Methods of Instruction</i>  <i>Outline of Topics</i>  <i>Outside Assignments</i>  <i>Reading Assignments</i>  <i>Student Learning Objectives</i>  <i>Texts</i>  <i>Transferability Change</i>  <i>Writing Assignments</i></p> <p><b>Approved</b></p> <p><b>Proposed for College(s):</b> City</p> <p><b>Originating Campus:</b> City</p> <p><b>Effective:</b> Fall 2009</p>
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Actions Approved – August 28, 2008**

**Fashion (FASH)**

<p><b>150 Advanced Fashion Design</b></p> <p style="text-align: right;"><b>3 hours lecture, 3 units Grade Only</b></p> <p><b>REQUISITES:</b> <i>Prerequisite:</i> Fashion 130 and 140, each with a grade of "C" or better, or equivalent. This course covers advanced principles of designing, creating and producing original garments for specific customer markets. Students develop a collection of original garments for presentation to the fashion industry. This course is intended for fashion design majors and includes basic pattern grading.</p> <p><b>FIELD TRIP REQUIREMENTS:</b> Not required</p> <p><b>TRANSFER APPLICABILITY:</b> Associate Degree Credit &amp; transfer to CSU and/or private colleges and universities.</p>	<p><b>Offered At:</b> Mesa</p> <p><b>Action(s) Proposed:</b> Course Integration (May Include Activation) <i>Six Year Review Advisory (Change) Course Description Critical Thinking Assignments Methods of Evaluation Methods of Instruction Outline of Topics Outside Assignments Prerequisite (New) Reading Assignments Student Learning Objectives Supplies Texts Title Change Writing Assignments</i></p> <p><b>Approved</b></p> <p><b>Proposed for College(s):</b> Mesa</p> <p><b>Originating Campus:</b> Mesa</p> <p><b>Effective:</b> Fall 2009</p>
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**Curriculum Instructional Council  
Actions Approved – August 28, 2008**

**Interior Design (INTE)**

<p><b>145 Contemporary Housing</b></p> <p align="right"><b>3 hours lecture, 3 units Grade Only</b></p> <p><b>REQUISITES:</b>  <i>Prerequisite:</i> Interior Design 101 and 112A, each with a grade of "C" or better, or equivalent.  <i>Advisory:</i> English 101 and Mathematics 32, each with a grade of "C" or better, or equivalent or Assessment Skill Levels R6, W6 and M20.                      This course a survey of basic structural systems of modern buildings. Emphasis is placed on sustainable materials and methods of construction as they relate to interior design projects. This course also explores the legal, social, and economic forces that affect housing design and provides an overview of the technical aspects of basic building systems as they relate to design and the building industry. This course is designed for students majoring in this field as well as for students interested in interior design.</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>Offered At:</b> Mesa</p> <p><b>Action(s) Proposed:</b> Course Revision (May Include Activation)  <i>Six Year Review</i>  <i>Advisory (Change)</i>  <i>Course Description</i>  <i>Critical Thinking Assignments</i>  <i>Methods of Evaluation</i>  <i>Methods of Instruction</i>  <i>Outline of Topics</i>  <i>Outside Assignments</i>  <i>Reading Assignments</i>  <i>Student Learning Objectives</i>  <i>Texts</i>  <i>Writing Assignments</i>  <b>Approved</b></p> <p><b>Proposed for College(s):</b> Mesa</p> <p><b>Originating Campus:</b> Mesa</p> <p><b>Effective:</b> Spring 2009</p>
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**Medical Assisting (MEDA)**

<p><b>* 240 Accounting for Medical Offices</b></p> <p align="right"><b>3 hours lecture, 3 units Grade Only</b></p> <p><b>REQUISITES:</b>  <i>Advisory:</i> English 51, English 56 and Medical Assisting 110, each with a grade of "C" or better, or equivalent, or Assessment Skill Levels W5 and R5.  <i>Limitation on Enrollment:</i> This course is not open to students with previous credit for Accounting 186.                      This course introduces and instructs allied health students in the use of accounting systems for medical and dental offices, including the pegboard and computerized accounting systems. Emphasis is placed on medical accounting terminology, ledgers, methods used in payroll accounting, and preparation of account charts.</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>Offered At:</b> Mesa</p> <p><b>Action(s) Proposed:</b> Course Deactivation (Not at any College)  <b>Approved</b></p> <p><b>Proposed for College(s):</b> Mesa</p> <p><b>Originating Campus:</b> Mesa</p> <p><b>Effective:</b> Fall 2008</p>
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**Curriculum Instructional Council  
Actions Approved – August 28, 2008**

**Medical Assisting (MEDA)**

<p><b>* 245 Medical Insurance Procedures</b> <span style="float: right;"><b>3 hours lecture, 3 units Grade Only</b></span></p> <p><b>REQUISITES:</b>  <i>Advisory:</i> English 51, English 56 and Medical Assisting 110, each with a grade of "C" or better, or equivalent, or Assessment Skill Levels W5 and R5.  <i>Limitation on Enrollment:</i> This course is not open to students with previous credit for Computer Business Technology 238.                      This course prepares students to work with insurance forms in medical offices, hospitals, and other clinical settings. The course is a survey of health insurance plans with emphasis on correct completion of benefit and claim forms for various types of health insurance. Students are instructed in the proper use of procedural and diagnostic coding utilizing the most current editions of Physicians Current Procedural Terminology and International Classification of Diseases.</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>Offered At:</b> Mesa</p> <p><b>Action(s) Proposed:</b> Course Deactivation (Not at any College)  <b>Approved</b></p> <p><b>Proposed for College(s):</b> Mesa</p> <p><b>Originating Campus:</b> Mesa</p> <p><b>Effective:</b> Fall 2008</p>
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**Physical Therapist Assistant (PHYR)**

<p><b>* 111 Physical Therapy Techniques I</b> <span style="float: right;"><b>2 hours lecture, 6 hours lab, 4 units Grade Only</b></span></p> <p><b>REQUISITES:</b>  <i>Corequisite:</i> Physical Therapist Assistant 114 and completion of or concurrent enrollment in Physical Therapist Assistant 110 with a grade of "C" or better, or equivalent.  <i>Limitation on Enrollment:</i> Special Admission - must be admitted to program.                      This course provides the future Physical Therapist Assistant (PTA) with an exposure to the duties that relate to the PTA scope of practice. These duties include the principles and techniques of the application of cold, heat, therapeutic massage, basics of gait training with assistive devices for general orthopedic problems, hydrotherapy and basic dressing changes to include universal precautions, treatment preparation, client positioning and clinic maintenance. The course also fosters the development of communication skills, interpersonal relationships and professionalism required for the health care field.</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>Offered At:</b> Mesa</p> <p><b>Action(s) Proposed:</b> Course Deactivation (Not at any College)  <b>Approved</b></p> <p><b>Proposed for College(s):</b> Mesa</p> <p><b>Originating Campus:</b> Mesa</p> <p><b>Effective:</b> Fall 2008</p>
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**Curriculum Instructional Council  
Actions Approved – August 28, 2008**

**Physical Therapist Assistant (PHYR)**

<p><b>* 120 Physical Therapy Techniques II</b>  <b>2 hours lecture, 6 hours lab, 4 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>  <i>Prerequisite:</i> Physical Therapist Assistant 111 with a grade of "C" or better, or equivalent.  <i>Corequisite:</i> Physical Therapist Assistant 122 and 123.  <i>Limitation on Enrollment:</i> Special Admission - must be admitted to program.                  This course is designed for student physical therapist assistants and continuation of Physical Therapy Techniques I with an emphasis on advanced skills and acute care. It explores the use of mechanical traction, electrotherapy and electromagnetic modalities as well as vasopneumatic compression, chest physical therapy, wound care, transfer and transportation of patients, gait techniques for specific diagnoses, and the identification of architectural barriers and basic wheelchair management. Students continue to use medical terms, charting skills, and role play to foster patient and family teaching as well as a deepening of self-awareness of communication skills and professionalism</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>Offered At:</b> Mesa</p> <p><b>Action(s) Proposed:</b> Course Deactivation (Not at any College)  <b>Approved</b></p> <p><b>Proposed for College(s):</b> Mesa</p> <p><b>Originating Campus:</b> Mesa</p> <p><b>Effective:</b> Fall 2008</p>
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**Physical Therapist Assistant (PHYR)**

<p><b>* 134 Orthopedic Exercise and Rehab</b>  <b>2 hours lecture, 6 hours lab, 4 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>  <i>Prerequisite:</i> Physical Therapist Assistant 120 and 123, each with a grade of "C" or better, or equivalent.  <i>Corequisite:</i> Physical Therapist Assistant 136 and 142A.  <i>Limitation on Enrollment:</i> Special Admission - must be admitted to program.                  This course provides the student with a kinesiology based approach to the clinical applications used in the treatment and rehabilitation of the client with orthopedic and related diagnoses. The focus is on safe, legal, ethical and appropriate use of therapeutic exercise and screening assessment procedures, including physiological and therapeutic effects and indications and contraindications. This course is for students enrolled in the Physical Therapist Assistant Program. This course fosters the development of communication skills, interpersonal relationships and professionalism required for the health care field. It also requires a high level of critical thinking skills related to implementing and modifying physical therapy interventions.</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>Offered At:</b> Mesa</p> <p><b>Action(s) Proposed:</b> Course Deactivation (Not at any College)  <b>Approved</b></p> <p><b>Proposed for College(s):</b> Mesa</p> <p><b>Originating Campus:</b> Mesa</p> <p><b>Effective:</b> Fall 2008</p>
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**Curriculum Instructional Council  
Actions Approved – August 28, 2008**

**Physical Therapist Assistant (PHYR)**

<p><b>* 136 Topics in Neurology and Rehab</b>  <b>1.5 hours lecture, 3 hours lab, 2.5 units</b>  <b>Grade Only</b></p> <p><b>REQUISITES:</b>  <i>Prerequisite:</i> Physical Therapist Assistant 120 with a grade of "C" or better, or equivalent.  <i>Corequisite:</i> Physical Therapist Assistant 134 and 142A.  <i>Limitation on Enrollment:</i> Special Admission - must be admitted to program. This course is not open to students with previous credit for Physical Therapist Assistant 135.  This course deals with the principles and clinical application of the functional activities and rehabilitation procedures relating to the management of therapy clients with neurological diagnoses. Other topics include normal growth and development and the rehabilitation of cardiopulmonary conditions. The focus is on safe, legal, ethical and appropriate use of rehabilitation procedures, including physiological and therapeutic effects. The course also fosters the development of communication skills, interpersonal relationships and professionalism required for the health care field. It requires a high level of critical thinking related to implementing and modifying physical therapy interventions. This course is for students enrolled in the Physical Therapist Assistant (PTA) Program.</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>Offered At:</b> Mesa</p> <p><b>Action(s) Proposed:</b> Course Deactivation (Not at any College)  <b>Approved</b></p> <p><b>Proposed for College(s):</b> Mesa</p> <p><b>Originating Campus:</b> Mesa</p> <p><b>Effective:</b> Fall 2008</p>
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