

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:

Art-Fine Art

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

Computer Business Technology

Adoption of five course deactivations at Mesa College. (**Attachment B1-B2**)

Futures Studies

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

Journalism

Adoption of a new course at City College. (**Attachment D**)

Mecomtronics

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

Medical Assisting

Adoption of a course deactivation at Mesa College. (**Attachment F**)

Microsoft

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

Nursing Education

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

Tourism

Adoption of two course deactivations at Mesa College. (**Attachment I**)

Travel and Tourism

Adoption of eight course deactivations at Mesa College.

(**Attachment J1-J2**)

Otto Lee
Vice Chancellor
Instructional Services

Air Conditioning, Refrigeration, and Environmental Control Technology
Adoption of a program revision at City College. (**Attachment K1-K2**)

Automotive Technology
Adoption of a program revision at Miramar College. (**Attachment L**)

Aviation Maintenance Technology
Adoption of a new program at Miramar College. (**Attachment M**)

Biology
Adoption of a program reactivation at City College. (**Attachment N**)

Computer Information Systems
Adoption of a new program at City College. (**Attachment O**)

Legal Assistant (Paralegal)
Adoption of a program deactivation at City College. (**Attachment P**)

Liberal Arts and Sciences
Adoption of a program revision at City College. (**Attachment Q1-Q7**)

Peace Studies
Adoption of a new program at City College. (**Attachment R**)

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.

ACTION

Adoption of a course deactivation at Mesa College.

Proposed course deactivation at Mesa College:

177C Contemporary Wood Furniture III
24 - 27 hours lecture, 72 - 81 hours lab, 3 units
Letter Grade or Credit/No Credit Option

Prerequisite: Art-Fine Art 177B with a grade of "C" or better, or equivalent.

This course is a continuation of Fine Art 177B and is designed for students who are preparing for the major in art, in particular those who are focusing on three-dimensional work and design. The course provides advanced study of the design and construction of the contemporary wood chair. Basic ergonomics and engineering in relation to the chair and seating are taught. Advanced methods of joining wood, forming wood, and alternative methods of assembly are also addressed. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities.

Computer Business Technology

ACTION

Adoption of five course deactivations at Mesa College.

Proposed course deactivations at Mesa College:

198B Project Lab II

**24 - 27 hours lab, 0.5 unit
Credit/No Credit Only**

Advisory: English 51 and English 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 Computer Business Technology 198A. Students in this course design and complete hands-on individualized projects applicable to Computer Business Technology courses to upgrade their software skills. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities.

230 Medical Transcription

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

Advisory: 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 130 and Medical Assisting 110, each with a grade of "C" or better, or equivalent.

Limitation on Enrollment: This course is not open to students with previous credit for Office Information Systems 162.

This course is designed for students who are interested in learning beginning-level medical transcription. Students in this course transcribe medical office and hospital dictation using transcribing machines. This course or sections of this course may be offered through distance education. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities.

231 Advanced Medical Transcription

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

Advisory: 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 230 and Medical Assisting 110, each with a grade of "C" or better, or equivalent.

Limitation on Enrollment: This course is not open to students with previous credit for Office Information Systems 163.

This course is designed for students who have a beginning level skill in medical transcription and are interested in learning advanced level medical transcription. Students in this course transcribe medical office and hospital dictation using transcribing machines. This course or sections of this course may be offered through distance education. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities.

237 Medical Office Procedures

**48 - 54 hours lecture, 3 units
Grade Only**

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 Office Information Systems 174.

This course is designed to prepare students to work in physicians' offices, clinics, hospitals, and other medical areas. The course covers administrative and clerical functions of a medical office assistant including patient reception, scheduling appointments, telephone procedures, medical records management, written communications, patient records, financial records, office management, professional activities, personal conduct, medical ethics and law. This course or sections of this course may be offered through distance education. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities.

238 Health Insurance Procedures
48 - 54 hours lecture, 3 units
Grade Only

Advisory: English 51 and English 56, each with a grade of "C" or better, or equivalent, or Assessment Skill Levels W5 and R5. Medical Assisting 110 with a grade of "C" or better, or equivalent.

Limitation on Enrollment: This course is not open to students with previous credit for Office Information Systems 178.

This course is designed to prepare students to work with insurance forms in medical offices, clinics, hospitals, and other medical areas. This course is a survey of health insurance plans with emphasis on completion of benefit and claim forms, proper procedural coding, and diagnostic coding using current editions of Physicians Current Procedural Terminology and International Classification of Diseases. This course or sections of this course may be offered through distance education. (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:

101 Introduction to Futures Studies
48 - 54 hours lecture, 3 units
Grade Only

Advisory: English 101 with a grade of "C" or better, or equivalent, or Assessment Skill Levels R6 and W6.

This course is an overview of the field of Futures Studies. Emphasis is placed on identifying and analyzing trends which impact the world on an anthropological, political, technological, sociological, and environmental level. Topics include strategies and planning for successful participation in society. In addition, students explore ways to create a more just, sustainable and equitable world for future generations. This course is designed for all students interested in exploring possible, probable and preferable futures. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities. CSU General Education. IGETC. UC Transfer Course List.

ACTION

Adoption of a new course at City College.

Proposed course at City College:

206 Online Journalism
32 - 36 hours lecture, 48 - 54 hours lab, 3 units
Letter Grade or Credit/No Credit Option

Advisory: English 101 or English 105, with a grade of "C" or better, or equivalent, or Assessment Skill Levels W6 and R6. Computer Business Technology 161 with a grade of "C" or better, or equivalent.

Advisory: Completion of or concurrent enrollment in: Radio and Television 151 or 157, with a grade of "C" or better, or equivalent. This course provides a basic examination of current online news trends and multimedia reporting techniques. The course covers skills necessary to produce basic multimedia reports, audio slide shows, and blogs. The course also provides instruction in ethical, legal and social issues affecting online journalists, as well as an exploration of online audiences. The course is intended for journalism majors or those seeking career development. (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:

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

Prerequisite: Mecomtronics 103A with a grade of "C" or better, or equivalent.

Advisory: Mathematics 107 and 107L, each with a grade of "C" or better, or equivalent.

This course focuses on the fundamentals of both the hardware and software aspects of the microcontroller. Typical devices that are connected to the microcontroller are: switches, light emitting diodes, seven segment displays, stepper motors and a matrix keypad. An engineering evaluation board is used as the development system for the controller.

Structured programming, using flow charts, is emphasized. Code is written in assembly language, compiled and then downloaded to the controller. This course is intended for students majoring in Engineering Technology. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities.

Medical Assisting

ACTION

Adoption of a course deactivation at Mesa College.

Proposed course deactivation at Mesa College:

120 Basic Clinical Assisting
32 - 36 hours lecture, 48 - 54 hours lab, 3 units
Grade Only

Prerequisite: Medical Assisting 105 with a grade of "C" or better, or equivalent.

The medical assistant, as part of the medical team, professional and patient relationships and communication, examining room techniques and non-sterile treatments with emphasis on patient preparation and use of clinical records and routine medical office management. (FT)
Associate Degree Credit & transfer to CSU and/or private colleges and universities.

Microsoft

ACTION

Adoption of a two course deactivations at City College.

Proposed course deactivations at City College:

**051 Installing, Configuring, and
Administering Windows 2000 Professional
1.5 hours lecture, 3 hours lab, 2.5 units
Grade Only**

Advisory: Computer Business Technology 113 with a grade of "C" or better, or equivalent. This course provides students with the knowledge and skills necessary to implement, administer, and troubleshoot Windows 2000 Professional as a desktop operating system in any network environment. This course follows the Microsoft Official Curriculum and is intended to prepare students to take the Microsoft MCSE Certification Exam 70-210. (FT) Associate Degree Credit only and not Transferable.

**052 Installing, Configuring, and
Administering MSFT Windows 2000 Server
1.5 hours lecture, 3 hours lab, 2.5 units
Grade Only**

Prerequisite: Microsoft 51 with a grade of "C" or better, or equivalent. This course offers the opportunity to gain the knowledge and skills necessary to implement, administer, and troubleshoot Microsoft Windows 2000 Server as a member server of a domain in an active directory environment. This course follows the Microsoft Official Curriculum and is intended to prepare students to take the Microsoft MCSE exam 70-215. (FT) Associate Degree Credit only and not Transferable.

Nursing Education

ACTION

Adoption of a two course deactivations at City College.

Proposed course deactivations at City College:

130A End of Life Care - Caring Connections
8 - 9 hours lecture, 0.5 unit
Credit/No Credit Only

This course focuses on caring behaviors at the end of life that facilitate communication, development of a common understanding and a plan consistent with the patient's and family's values, attitudes, and goals. Common reactions to a terminal diagnosis and barriers to a common understanding are further identified. Interventions seek to alleviate suffering, and facilitate control and effective coping. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities.

130B End of Life Care - Comfort
8 - 9 hours lecture, 0.5 unit
Credit/No Credit Only

This course focuses on providing comfort at end of life. It includes the physiology of pain, pain assessment, and pain management. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities.

ACTION

Adoption of a two course deactivations at Mesa College.

Proposed course deactivations at Mesa College:

110 Event Destination Management
32 - 36 hours lecture, 2 units
Grade Only

Advisory: Completion of or concurrent enrollment in: Hospitality 101 with a grade of "C" or better, or equivalent.

Limitation on Enrollment: This course is not open to students with previous credit for Travel and Tourism 130.

This is an overview course focusing on the processes necessary to develop and promote activities that focus on attractions, hotels, restaurants and convention facilities that are available to the visitor utilizing San Diego as a model city. The course provides information relating to the scope of this sector of employment in the tourism industry and on destination management companies. It also outlines the benefits to the community as a result of these activities. The students are acquainted with community service organizations and governmental agencies that are designed to aid the visitor, and destination management companies designed to aid the meeting and event planner. The course is for those with an interest in tourism and in organizing and coordinating meetings, conventions, events and tours. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities.

115 Tours: Guiding and Techniques
48 - 54 hours lecture, 3 units
Grade Only

Prerequisite: Hospitality 101 with a grade of "C" or better, or equivalent.

Advisory: English 51 with a grade of "C" or better, or equivalent, or Assessment Skill Level W5.

Advisory: Completion of or concurrent enrollment in: Hospitality 105 with a grade of "C" or better, or equivalent.

Limitation on Enrollment: This course is not open to students with previous credit for Travel and Tourism 145.

This course provides instruction in the various aspects of tour development, tour operations and tour guiding. Students examine the infrastructure of the organized tour industry and explore the career opportunities available to them. Essential skills for delivery of an exceptional tour experience are highlighted, with practical information related to interpretation guiding techniques, tour logistics and mechanics. This course is designed for students interested in a career in hospitality and tourism or those interested in the area. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities.

Travel and Tourism

ACTION

Adoption of eight course deactivations at Mesa College.

Proposed course deactivations at Mesa College:

105 Introduction to Travel Services
48 - 54 hours lecture, 3 units
Grade Only

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.

This course is an introduction to the various fields that make up the travel, tourism, and hospitality industry. A study of creation, marketing and distribution of the many travel products is undertaken. The importance of service to the customer is stressed in each of the fields studied. Students examine the infrastructure of the industry as well as the many career opportunities it presents. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities.

110 Domestic and International Ticketing
48 - 54 hours lecture, 3 units
Grade Only

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. Travel and Tourism 105 with a grade of "C" or better, or equivalent.

This course provides instruction in the basic procedures of domestic and international airline ticketing. Students complete other necessary transactions such as refunds and exchanges on tickets. The primary goal for the class will be for students to build, fare, and ticket a standard airline reservation. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities.

111 Travel to Asia and the Pacific
48 - 54 hours lecture, 3 units
Grade Only

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

This course is an in-depth study of the countries, major cities, points of interest, characteristics, and customs of people throughout Asia and the Pacific. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities.

113 Travel to Europe and Africa
48 - 54 hours lecture, 3 units
Grade Only

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

This course is an in-depth study of the countries, major cities, points of interest, characteristics, and customs of people throughout Europe and Africa. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities.

115 Travel Agency Management
48 - 54 hours lecture, 3 units
Grade Only

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

A study of travel agency management requirements. Orientation to regulatory agencies, reporting and administrative forms, sales agreements, and agency appointment procedures, interrelationship of the travel agency with airlines, steamship companies, railroads, wholesalers, tour companies and operators. Methods of charter and group travel promotion. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities.

121 Cruises

**48 - 54 hours lecture, 3 units
Grade Only**

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 Travel and Tourism 155.

This course is a study of cruise lines, steamships, sailing vessels, and barges. Profiles of each cruise line and the various air/sea packages available are analyzed. Instruction is given in the use of cruise manuals and resource materials. Students will practice qualifying clients and will use various sales techniques to close sales. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities.

180 Basic SABRE Reservations

**24 - 27 hours lecture, 24 - 27 hours lab, 2 units
Grade Only**

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.

Travel and Tourism 110 with a grade of "C" or better, or equivalent.

Limitation on Enrollment: This course is not open to students with previous credit for Travel and Tourism 120.

This course provides instruction in the basics of automation and selling skills in the travel industry. The major portion of the class is devoted to learning how to operate the SABRE (American Airlines) computer for all aspects of travel arrangements. The course also stresses participation in an interactive program of sales skills training. The practical application of travel industry knowledge, automation function and selling skills are emphasized. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities.

182 Advanced SABRE Reservations

**24 - 27 hours lecture, 24 - 27 hours lab, 2 units
Grade Only**

Advisory: English 51 and English 56, each with a grade of "C" or better, or equivalent, or Assessment Skill Levels W5 and R5. Travel and Tourism 180 with a grade of "C" or better.

Limitation on Enrollment: This course is not open to students with previous credit for Travel and Tourism 120.

This course provides instruction in accelerated reservations procedures for SABRE (American Airlines) including such auxiliary functions as booking hotels and rental cars. A major portion of the class is devoted to learning how to access various informational and organizational services in SABRE. Students will also participate in an interactive program of sales skills training. (FT) Associate Degree Credit & transfer to CSU and/or private colleges and universities.

ACTION

Adoption of a program revision at City College.

Proposed program revision at City College:

**Certificate of Achievement
Heating, Ventilation, and Air
Conditioning, Refrigeration Systems
Design**

Courses Required for the Major:	Units
AIRE 100 Thermal and Refrigeration Theory.....	4
AIRE 103 Thermal/Refrigeration Lab	2
AIRE 112 Comfort Heating Systems Theory.....	4
AIRE 113 Comfort Heating Systems Lab	2
AIRE 122 Construction Drawings and Estimating	3
AIRE 123 Construction Drawings and Estimating Lab	1
AIRE 124 Control Systems Theory.....	3
AIRE 125 Control Systems Lab.....	2
AIRE 126 Fluid Flow Dynamics.....	3
AIRE 127 Fluid Flow Dynamics Lab.....	2
AIRE 138 HVAC/Refrigeration System Design.....	3
AIRE 139 HVAC/Refrigeration System Design Lab....	2
Total Units = 31	

**Certificate of Achievement
Stationary Facilities, Hospital
Engineering and General Maintenance
Technician**

Courses Required for the Major:	Units
AIRE 100 Thermal and Refrigeration Theory.....	4
AIRE 103 Thermal/Refrigeration Lab	2
AIRE 112 Comfort Heating Systems Theory.....	4
AIRE 113 Comfort Heating Systems Lab	2
AIRE 122 Construction Drawings and Estimating	3
AIRE 123 Construction Drawings and Estimating Lab	1
AIRE 124 Control Systems Theory.....	3
AIRE 125 Control Systems Lab.....	2
AIRE 126 Fluid Flow Dynamics.....	3
AIRE 127 Fluid Flow Dynamics Lab.....	2
AIRE 134 Heating, Solar and Alternative Energy Systems Theory	4
AIRE 135 Heating, Solar and Alternative Energy Systems Lab	2
BLDC 260 Building Codes and Zoning	3
BUSE 150 Human Relations in Business	3
Total Units = 32	

**Certificate of Achievement
Air Conditioning, Heating and
Advanced Refrigeration**

Courses Required for the Major:	Units
AIRE 100 Thermal and Refrigeration Theory	4
AIRE 103 Thermal/Refrigeration Lab	2
AIRE 112 Comfort Heating Systems Theory	4
AIRE 113 Comfort Heating Systems Lab	2
AIRE 122 Construction Drawings and Estimating	3
AIRE 123 Construction Drawings and Estimating Lab	1
AIRE 124 Control Systems Theory	3
AIRE 125 Control Systems Lab	2
AIRE 126 Fluid Flow Dynamics	3
AIRE 127 Fluid Flow Dynamics Lab	2
AIRE 132 Advanced Refrigeration Theory	3
AIRE 133 Advanced Refrigeration Lab	2
AIRE 134 Heating, Solar and Alternative Energy Systems Theory	4
AIRE 135 Heating, Solar and Alternative Energy Systems Lab	2
Total Units = 25	

**Associate in Science Degree
Air Conditioning, Refrigeration and
Environmental Control Technology**

Courses Required for the Major:	Units
AIRE 100 Thermal and Refrigeration Theory	4
AIRE 103 Thermal/Refrigeration Lab	2
AIRE 112 Comfort Heating Systems Theory	4
AIRE 113 Comfort Heating Systems Lab	2
AIRE 122 Construction Drawings and Estimating	3
AIRE 123 Construction Drawings and Estimating Lab 1	
AIRE 124 Control Systems Theory	3
AIRE 125 Control Systems Lab	2
AIRE 126 Fluid Flow Dynamics	3
AIRE 127 Fluid Flow Dynamics Lab	2
AIRE 132 Advanced Refrigeration Theory	3
AIRE 133 Advanced Refrigeration Lab	2
AIRE 134 Heating, Solar and Alternative Energy Systems Theory	4
AIRE 135 Heating, Solar and Alternative Energy Systems Lab	2
AIRE 138 HVAC/Refrigeration System Design	3
AIRE 139 HVAC/Refrigeration System Design Lab ...	2
	Total Units = 36

ACTION

Adoption of a program revision at Miramar College.

Proposed program revision at Miramar College:

**Associate in Science Degree
Automotive Technology**

Courses Required for the Major:	Units
AUTO 054 Engine and Related Systems	3
AUTO 055 Basic Electricity and Electrical Systems Fundamentals	3
AUTO 062 Electrical Mastery	4
AUTO 064 Advanced Fuel and Emissions Systems ...	2
AUTO 066 Drivability	2
AUTO 068 Climate Control Systems	2.5
AUTO 072 Manual Transmissions Drive Lines	4
AUTO 074 Automatic Transmissions/Axles	4
AUTO 076 Automotive Brake Systems	4
AUTO 078 Suspension and Steering Systems	4
AUTO 084 The Clean Air Car 5	
AUTO 085 Advanced Emission Specialist Exam Qualification Course	6
AUTO 095 Automotive Technology Internship	1-2
Courses Designed As A Bridge From High School	
Courses To College To Support This Major:	
AUTO 032 Orientation to Basic Automotive Components, Tools and Safety Procedures	1-3
AUTO 034 Introduction to Automotive Engines and Related Systems	1-3
AUTO 035 Introduction to Automotive Electricity and Electrical Systems	1-3
AUTO 037 Auto Tech Skills and Career Opportunities	1-3
Total Units = 39.5-40.5	

Aviation Maintenance Technology

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

- A. Labor Market Information¹: The annual average number of persons employed in the Aviation Work Skills program area is 1,800 in San Diego County in the 2007 Employment year. Approximately 160 new job openings are projected through 2010.
- B. Duplication²: None.
- C. Effectiveness³: Program Area OR the projected enrollment 30 students for the 2009-2010 year in a New Program area.
 - 1. Information was obtained from North Island Naval Air Systems Command (NAVAIR) website: http://www.navair.navy.mil/index.cfm?fuseaction=visitor_info.ni
 - 2. Information was obtained from <https://misweb.cccco.edu/webproginv/prod/invmenu.htm>
 - 3. Information was estimated based on NAVAIR apprentice program enrollment and historical trends.

ACTION

Adoption of a new program at Miramar College.

Proposed new program at Miramar College:

**Certificate of Performance:
Aviation Work Skills**

Courses Required for the Major:	Units
AVIM 052, Survey of Aviation Industry	1.5
AVIA 053, Aviation Career Skills	1
CBTE 114, Introduction to Microsoft Windows	1
	Total Units = 3.5

Biology

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

- A. Labor Market Information¹: The annual average number of persons employed in the Applied Biology Track program area is 1,450 in San Diego County in the 2002 Employment year. Approximately 1940 new job openings are projected through 2012.
- B. Duplication²: San Diego Miramar College, Mira Costa College
- C. Effectiveness³: Program Area OR the projected enrollment 10 students for the 2009-2010 year in a New Program area.

- 1. Information was obtained from Life Sciences in San Diego County: the industry, occupations, and education, San Diego Workforce Partnership, 2006
- 2. Information was obtained from San Diego Biotechnology Education Consortium, <http://www.sdbiotechcareers.org/index.html>
- 3. Information was estimated based on current enrollment in Biology 206.

ACTION

Adoption of a program reactivation at City College.

Proposed program reactivation at City College:

**Associate in Science Degree:
Applied Biology Track**

Courses Required for the Major:	Units
BIOL 107, General Biology-Lecture and Laboratory ..	4
BIOL 205, General Microbiology	5
BIOL 206, Biotechnology Instrumentation	6
CHEM 200, General Chemistry I - Lecture	3
CHEM 200L, General Chemistry I - Laboratory	2
CHEM 201, General Chemistry II - Lecture	3
CHEM 201L, General Chemistry II - Laboratory	2
CISC 181, Principles of Information Systems	4
Total Units =	29

Computer Information Systems

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

- D. Labor Market Information¹: The annual average number of persons employed in the Microsoft Certified Technology Specialist program area is 2,480 in San Diego County in the 2006 Employment year. Approximately 3830 new job openings are projected through 2016.
 - E. Duplication²: Cuyamaca College, Grossmont College, Palomar College, San Diego Mesa College, Mira Costa College, Southwest College
 - F. Effectiveness³: Program Area OR the projected enrollment 10 students for the 2009-2010 year in a New Program area.
1. Information was obtained from California Labor Market Info at <http://www.labormarketinfo.edd.ca.gov>
 2. Information was obtained from SDICCA Regional Consortium "Looking for a Career" web site
 3. Information was estimated based on past enrollment data.

ACTION

Adoption of a new program at City College.

Proposed program at City College:

Certificate of Performance
Microsoft Certified Technology Specialist

Courses Required for the Major:	Units
INWT 100, Survey of Operating Systems	4
MSFT 130, Installing, Configuring, and Administering Windows Clients	2.5
MSFT 132, Manage and Maintain Windows Server	3
MSFT 138, Planning, Implementing, and Maintaining a Microsoft Windows Server Active Directory Infrastructure.....	1.5
MSFT 160, Microsoft Exchange Server Administration	2.5
	Total Units = 13.5

Adoption of a program deactivation at City College.

Proposed program deactivation at City College:

**Associate in Science Degree
Legal Assistant (Paralegal)
Joint Program**

**Certificate of Achievement
Legal Assistant (Paralegal)**

Courses Required for the Major:	Units
LEGL 105, Legal Research	3
LEGL 110, Legal Writing & Communications	3
LEGL 115, Civil Litigation I.....	3
LEGL 120, Civil Litigation II – Torts.....	3

Courses to be completed at Miramar College:

Select nine units from the following legal specialty courses:

LEGL 140, Law Office Management.....	3
LEGL 145, Federal Court Practices and Procedures	3
LEGL 150, Criminal Litigation and Procedure	3
LEGL 160, Bankruptcy Law	3
LEGL 165, Family Law	3
LEGL 170, Corporate Law.....	3
LEGL 175, Estates, Trusts, and Wills.....	3
LEGL 180, Contract Law	3

Select six to ten units from the following law-related courses:

ADJU 102, Criminal Law I.....	3
ADJU 160, Criminal Law II.....	3
ADJU 230, Constitutional Law I.....	3
BUSE 140, Business Law & the Legal Environment.....	3
REAL 105, Legal Aspects of Real Estate I.....	3
LABR 112, California Workers Compensation	3
CBTE 221, Legal Office Procedures I.....	3
CBTE 222, Legal Office Procedures II.....	3
ACCT 116A, Financial Accounting.....	4
ACCT 120, Federal Income Tax	3

Total Units = 27-31

Courses Required for the Major: Units

LEGL 105, Legal Research	3
LEGL 110, Legal Writing & Communications	3
LEGL 115, Civil Litigation I.....	3
LEGL 120, Civil Litigation II – Torts.....	3

Courses to be completed at Miramar College:

Select nine units from the following legal specialty courses:

LEGL 140, Law Office Management or	
LEGL 145, Federal Court Practices and Procedures or	
LEGL 150, Criminal Litigation and Procedure or	
LEGL 160, Bankruptcy Law or	
LEGL 165, Family Law or	
LEGL 170, Corporate Law or	
LEGL 175, Estates, Trusts, and Wills or	
LEGL 180, Contract Law	9

Select six to ten units from the following law-related courses:

ADJU 102, Criminal Law I or	
ADJU 160, Criminal Law II or	
ADJU 230, Constitutional Law I or	
BUSE 140, Business Law and the Legal Environment or	
REAL 105, Legal Aspects of Real Estate I or	
LABR 112, California Workers Compensation or	
CBTE 221, Legal Office Procedures I or	
CBTE 222, Legal Office Procedures II or	
ACCT 116A, Financial Accounting	
ACCT 120, Federal Income Tax.....	6-10

Total Units = 27-31

Liberal Arts and Sciences

HIST 100, World History I
 HIST 101, World History II
 HIST 105, Introduction to Western Civilization I
 HIST 106, Introduction to Western Civilization II
 HIST 120, Introduction to Asian Civilizations
 HIST 121, Asian Civilizations in Modern Times
 HUMA 101, Introduction to the Humanities
 HUMA 102, Introduction to the Humanities II
 HUMA 103, Introduction to the New Testament (C, M)
 HUMA 106, World Religions (C, M)
 HUMA 201, Mythology
 ITAL 101, First Course in Italian (C, M)
 ITAL 102, Second Course in Italian (C, M)
 ITAL 201, Third Course in Italian (C, M)
 JOUR 200, Introduction to News Writing and Reporting **or**
 JOUR 201, Advanced Newswriting and Reporting
 JOUR 202, Introduction to Mass Communication **or**
 JOUR 205, Editing for Print Journalism
 JOUR 210A, Newspaper Production
 JOUR 210B, Newspaper Production 2
 JOUR 210C, Newspaper Production 3
 JOUR 210D, Newspaper Production 4
 LABR 100, American Labor Movement (C)
 LIBS 101, Information Literacy and Research Skills
 MATH 119, Elementary Statistics **or**
 PHIL 100, Logic and Critical Thinking
 PHIL 101, Symbolic Logic
 PHIL 102A, Introduction to Philosophy: Reality and Knowledge
 PHIL 102B, Introduction to Philosophy: Values
 PHIL 104A, History of Western Philosophy
 PHIL 104B, History of Western Philosophy (C, M)
 PHIL 106, Asian Philosophy (C, M)
 PHIL 107, Reflections on Human Nature
 PHIL 108, Perspectives on Human Nature and Society (C, M)
 PHIL 111, Philosophy in Literature (C, M)
 PHIL 125, Philosophy of Women (C, M)
 PHIL 126, Introduction to Philosophy of Contemporary Gender Issues (C, M)
 POLI 101, Introduction to Political Science
 POLI 102, The American Political System
 PSYC 101, General Psychology
 PSYC 258, Behavioral Science Statistics
 RTVC 100, Introduction To Radio and Television
 RTVC 105, Media Performance
 RTVC 107, Audio Production
 RTVC 110, Introduction to Scriptwriting
 RTVC 115, Radio and Television Management Principles
 RTVC 118, Television Studio Operations
 RTVC 122, Television Production
 RTVC 124, Electronic Field Production
 RTVC 126, Staging for Television and Film
 RTVC 128, Lighting for Television and Film
 RTVC 140, Radio and Television News Writing
 RTVC 160, Introduction to Cinema
 RTVC 167, Motion Film Production 3
 RTVC 200, Introduction to Mass Communication
 RTVC 247A, Radio Broadcasting Practicum
 RTVC 247B, Radio Broadcasting Practicum
 RUSS 101, First Course in Russian (C, M)
 RUSS 102, Second Course in Russian (M)
 SPAN 101, First Course in Spanish
 SPAN 102, Second Course in Spanish
 SPAN 201, Third Course in Spanish **or**
 SPAN 215, Spanish for Spanish Speakers I
 SPAN 202, Fourth Course in Spanish **or**
 SPAN 216, Spanish for Spanish Speakers II
 SPEE 101, Voice and Articulation
 SPEE 103, Oral Communication
 SPEE 104, Advanced Public Communication (C, M)
 SPEE 111, Oral Interpretation (C, M)
 SPEE 135, Interpersonal Communication
 SPEE 160, Argumentation
 SPEE 170, Small Group Communication (C, M)
 SPEE 180, Intercultural Communication..... 18

**Associate in Arts Degree
Liberal Arts and Sciences with an
Emphasis in Scientific Studies
Biological Sciences Specialization**

Courses Required for the Major: Units

**Students should complete a minimum of 18 units
in Biological Science courses:**

BIOL 101, Issues in Environmental Biology (C)
 BIOL 107, General Biology - Lecture and Laboratory
 BIOL 110, Introduction to Oceanography (C, M)
 BIOL 115, Marine Biology
 BIOL 130, Human Heredity
 BIOL 135, Biology of Human Nutrition
 BIOL 180, Plants and People
 BIOL 200, Biological Statistics (C, M)
 BIOL 205, General Microbiology
 BIOL 210A, Introduction to the Biological Sciences I
 BIOL 210B, Introduction to the Biological Sciences
 II
 BIOL 215, Introduction to Zoology
 BIOL 230, Human Anatomy
 BIOL 235, Human Physiology
 CHEM 200, General Chemistry I - Lecture
 CHEM 200L, General Chemistry I - Laboratory
 CHEM 201, General Chemistry II Lecture
 CHEM 201L, General Chemistry II Laboratory
 CISC 190, Java Programming
 CISC 192, C/C++ Programming
 PHYS 121A, General Physics Lab
 PHYS 121B, General Physics Lab
 PHYS 125, General Physics
 PHYS 126, General Physics II
 PHYS 180A, General Physics I
 PHYS 180B, General Physics II
 PHYS 195, Mechanics
 PHYS 196, Electricity and Magnetism
 PHYS 197, Waves, Optics and Modern Physics 18

**Associate in Arts Degree
Liberal Arts and Sciences with an
Emphasis in Scientific Studies
Mathematics and Pre-Engineering
Specialization**

Courses Required for the Major: Units

**Students should complete a minimum of 18 units
including both Mathematics and Pre-
Engineering courses:**

CHEM 200, General Chemistry I - Lecture
 CHEM 200L, General Chemistry I - Laboratory
 CHEM 201, General Chemistry II Lecture
 CISC 150, Introduction to Computer and Information
 Sciences (C, M)
 CISC 181, Principles of Information Systems
 CISC 186, Visual Basic Programming
 CISC 187, Data Structures and Object Orientation (C,
 M)
 CISC 189A, Introduction to Programming I(C, M)
 and
 CISC 189B Introduction to Programming II (C, M) or
 CISC 190, Java Programming
 CISC 192, C/C++ Programming
 CISC 205, Object Oriented Programming Using C++
 (C, MMR)
 CISC 220, Fundamentals of Computer Game
 Programming
 ELCT 111, Electrical Theory I
 ELCT 111L, Electrical Laboratory I
 ELCT 121, Electrical Theory II
 ELCT 121L, Electrical Laboratory II
 ELDT 124, Basic DC/AC Electronics
 ELDT 124L, Basic DC/AC Laboratory
 ELDT 125, DC/AC Circuit Analysis with Pspice
 ELDT 125L, DC/AC Circuit Analysis Laboratory
 ELDT 230, Advanced Computer Designs
 ELDT 230L, Advanced Computer Designs
 Laboratory
 ENGE 101, Introduction to Engineering (C)
 ENGE 115, FORTRAN and Numerical Methods for
 Engineers and Scientists (M)
 ENGE 116, Computational Methods in Engineering
 ENGE 151, Engineering Drawing (C, M)
 ENGE 152, Engineering Design (C)
 ENGE 200, Statics (C, M)
 ENGE 210, Properties of Materials (C, M)
 ENGE 240, Digital Systems (C, M)
 ENGE 250, Dynamics (C, M)
 ENGE 260, Electric Circuits (C, M)
 MATH 104, Trigonometry
 MATH 107, Introduction to Scientific Programming
 (C, M)

Liberal Arts and Sciences

CHIC 201, Pre-Columbian Cultures of MesoAmerica (C, M)	PEAC 102, Nonviolence and Conflict Resolution
CHIC 210, Chicano Culture (C, M)	PEAC 201, Environmental Sustainability, Justice and Ethics
CHIL 101, Human Growth and Development	POLI 101, Introduction to Political Science
CHIL 111, Curriculum: Music and Motor Skills	POLI 102, The American Political System
CHIL 121, Curriculum: Art	POLI 103, Comparative Politics
CHIL 131, Curriculum Language/Science	POLI 140, Contemporary International Politics
CHIL 141, The Child, Family and Community	PSYC 101, General Psychology
CHIL 151, Program Planning	PSYC 135, Marriage and Family Relations
CHIL 152, School Age Program Planning (C, M)	PSYC 137, Human Sexual Behavior
CHIL 160, Observing and Understanding Children	PSYC 155, Introduction to Personality
CHIL 161, Observations and Issues in Child Development	PSYC 166, Introduction to Social Psychology
CHIL 162, Observing and Guiding Child Behavior (C, MMR)	PSYC 211, Learning
CHIL 165, Children with Special Needs	PSYC 230, Psychology of Lifespan Development
CHIL 175, Infant-Toddler Growth and Development	PSYC 245, Abnormal Psychology
CHIL 176, Principles of Infant/Toddler Caregiving	PSYC 255, Introduction to Psychological Research
CHIL 180, Nutrition, Health and Safety for Children	PSYC 260, Introduction to Physiological Psychology
CHIL 202, Administration of Early Childhood Programs	SOCO 101, Principles of Sociology
CHIL 210, Supervision of Early Childhood Programs	SOCO 110, Contemporary Social Problems
CISC 181, Principles of Information Systems	SOCO 125, Sociology of the Family (C, M)
CISC 190, Java Programming	SOCO 201, Advanced Principles of Sociology
GEND 101, Introduction to Gender Studies 3	SPAN 201, Third Course in Spanish 18
GEOG 102, Cultural Geography	
GEOG 104, World Regional Geography	
HIST 100, World History I	
HIST 101, World History II	
HIST 105, Introduction to Western Civilization I	
HIST 106, Introduction to Western Civilization II	
HIST 109, History of the United States I	
HIST 110, History of the United States II	
HIST 115A, History of the Americas I	
HIST 115B, History of the Americas II	
HIST 120, Introduction to Asian Civilizations	
HIST 121, Asian civilizations in Modern Times	
HIST 123, U.S. History from the Asian Pacific American Perspective (C, M)	
HUMS 101, Introduction to Human Aging (C)	
HUMS 110, Social Work Fields of Service (C)	
HUMS 120, Introduction to Social Work (C)	
LIBS 101, Information Literacy and Research Skills	
PEAC 101, Introduction to Peace Studies	

ACTION

Adoption of a new program at City College.

Proposed program at City College:

**Associate in Arts Degree
Peace Studies Associate**

Courses Required for the Major:	Units
PEAC 101 Introduction to Peace Studies	3
PEAC 277C Service Learning -- Community: Peace Studies	1-3
PEAC 102 Nonviolence and Conflict Resolution	3
BIOL 101 Issues in Environmental Biology	4
PHIL 102B Introduction To Philosophy: Values	3
ANTH 103 Introduction to Cultural Anthropology .	3
POLI 140 Contemporary International Politics	3
PEAC 201 Environmental Sustainability, Justice and Ethics	3
ENGL 208 Introduction to Literature	3
Total Units = 26-28	