

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:

Administration of Justice

Adoption of a new course at Miramar College. **(Attachment A)**

Automotive Technology

Adoption of nine course deactivations at Miramar College. **(Attachment B)**

Aviation

Adoption of four new courses at Miramar College. **(Attachment C)**

Aviation

Adoption of a course reactivation at Miramar College. **(Attachment D)**

Computer Business Technology

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

Dental Assisting

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

Hospitality

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

Mecomtronics

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

Military Studies

Adoption of a course deactivation at Miramar College. **(Attachment I)**

Pipefitting

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

B. STATEMENT OF ISSUE/PURPOSE (continued)

1. Background and Purpose: (continued)

Fire Protection Technology

Adoption of a program revision at Miramar College. (**Attachment K**)

Military Studies

Adoption of a program deactivation at Miramar College. (**Attachment L**)

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 new course at Miramar College.

Proposed new course at Miramar College:

363 Narcotics Investigation

72 - 88 hours lab, 1.5 units

Grade Only

Prerequisite: Administration of Justice 381, Administration of Justice 382, Administration of Justice 383, and Administration of Justice 384, each with a grade of "C" or better, or equivalent. This course provides investigators with the knowledge, basic training, and skills to successfully investigate narcotics related crimes. Students will be exposed to a variety of field exercises pertaining to the investigation and prosecution of narcotics-related crimes, including undercover operations, case-making exercises, and court testimony. Topics include search warrants; search and seizure; drug identification; health and safety code laws; packaging, weights, and measures of controlled substances; undercover techniques; informant management; Colombian and Mexican drug trafficking organizations; entry and search considerations; asset forfeiture; clandestine laboratories; reverse sting investigations; medical aspects of addiction; surveillance techniques; rave and club drug investigations; and ethical issues in law enforcement. This course is intended for practicing peace officers assigned to investigative duties. (FT) Associate Degree Credit only and not Transferable.

Automotive Technology

ACTION

Adoption of nine course deactivations at Miramar College.

Proposed deactivated courses at Miramar College:

50 Vehicle Detailing

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

Advisory: English 48, English 49 and Mathematics 34A, each with a grade of "C" or better, or equivalent or Assessment Skill Levels R5, W5 and M20.
This course provides students with an overview of automotive detailing. It covers exterior finish cleaning, polishing, and sealing as well as interior cleaning, stain removal, and sealing. Students prepare and calculate a written estimate. They learn how to inspect and evaluate exterior and interior condition and how to determine correct repair procedures. Students also learn how to identify and operate different products and tools associated with automotive detailing. (FT) Associate Degree Credit only and not Transferable.

80A Toyota Manual Transmission & Transaxles 302

**16 - 18 hours lecture, 1 units
Grade Only**

Advisory: English 48, English 49 and Mathematics 34A, each with a grade of "C" or better, or equivalent or Assessment Skill Levels R5, W5 and M20; Automotive Technology 53 with a grade of "C" or better, or equivalent.
This advanced course familiarizes technicians with Toyota manual transmissions and transaxles. Topics include clutch assemblies, manual transmissions, manual transaxles, transfer cases, and sequential manual transmissions. Students use factory manuals and receive instruction through lecture and demonstration of the proper application of tools and related components. This course is equivalent to Toyota's course code T302. (FT) Associate Degree Credit only and not Transferable.

**80B Toyota Suspension, Steering & Handling
452**

**16 - 18 hours lecture, 1 units
Grade Only**

Advisory: English 48, English 49 and Mathematics 34A, each with a grade of "C" or better, or equivalent or Assessment Skill Levels R5, W5 and M20; Automotive Technology 53 with a grade of "C" or better, or equivalent. This advanced course familiarizes technicians with Toyota suspension, steering, and handling systems. Students use Toyota factory manuals and receive instruction through lecture and demonstration of the proper application of tools and related components. Topics include tire and wheel service, vehicle dynamics and handling, and advanced diagnostic techniques. This course is equivalent to Toyota's course code T453. (FT) Associate Degree Credit only and not Transferable.

80C Toyota Brake Systems 552

**16 - 18 hours lecture, 1 units
Grade Only**

Advisory: English 48, English 49 and Mathematics 34A, each with a grade of "C" or better, or equivalent or Assessment Skill Levels R5, W5 and M20; Automotive Technology 53 with a grade of "C" or better. This advanced course familiarizes technicians with Toyota brake systems. Topics include master cylinders, drum and disc brake systems, brake boosters, parking brake systems, Anti-Lock Braking Systems (ABS), and Traction Control Systems (TRAC). Students use Toyota factory manuals and receive instruction through lecture and demonstration of proper application of tools and related components. This course is equivalent to Toyota's course code T552. (FT) Associate Degree Credit only and not Transferable.

80D Toyota Electrical Circuit Diagnosis 623
**32 - 36 hours lecture, 2 units
Grade Only**

Advisory: English 48, English 49 and Mathematics 34A, each with a grade of "C" or better, or equivalent or Assessment Skill Levels R5, W5 and M20; Automotive Technology 53 with a grade of "C" or better, or equivalent. This advanced course familiarizes technicians with Toyota electrical circuit operation and electrical wiring systems. Topics include electrical concepts, circuits, automotive batteries, starting systems, charging systems, and electrical signals. Students use factory manuals and receive instruction through lecture and demonstration of tools and related components. This course qualifies for Toyota's course code T623. (FT) Associate Degree Credit only and not Transferable.

80E Toyota Body Electrical Diagnosis 652

**16 - 18 hours lecture, 1 units
Grade Only**

Advisory: English 48, English 49 and Mathematics 34A, each with a grade of "C" or better, or equivalent or Assessment Skill Levels R5, W5 and M20; Automotive Technology 53 with a grade of "C" or better, or equivalent. This advanced course familiarizes technicians with Toyota body electrical diagnosis. Topics include electrical concepts, Toyota electrical wiring diagrams, electrical diagnostic tools, troubleshooting plans, and diagnosis of body electrical malfunctions. Students use Toyota factory manuals and receive instruction through lecture and demonstration of the proper application of tools and related components. This course qualifies for Toyota's course code T652. (FT) Associate Degree Credit only and not Transferable.

**80F Toyota Electronic & Computer Systems
672**

**32 - 36 hours lecture, 2 units
Grade Only**

Advisory: English 48, English 49 and Mathematics 34A, each with a grade of "C" or better, or equivalent or Assessment Skill Levels R5, W5 and M20; Automotive Technology 53 with a grade of "C" or better, or equivalent. This advanced course familiarizes technicians with an understanding of theory, operation, diagnosis, and troubleshooting of Toyota electronic devices and engine control systems. Topics include electrical diagnosis, analog and digital meters, semiconductors, transistors, sensors and actuators, and Toyota computers and logic circuits. Students use Toyota factory manuals and receive instruction through lecture and demonstration of tools and related components. This course qualifies for Toyota's course code T852. (FT) Associate Degree Credit only and not Transferable.

**80G Toyota Air Conditioning and Climate
Control 752**

**16 - 18 hours lecture, 1 units
Grade Only**

Advisory: English 48, English 49 and Mathematics 34A, each with a grade of "C" or better, or equivalent or Assessment Skill Levels R5, W5 and M20; Automotive Technology 53 with a grade of "C" or better, or equivalent. This advanced course familiarizes the technician with automotive air conditioning and climate control systems on Toyota vehicles including hybrid vehicles. Topics include safety practices, air conditioning components, system controls, automatic temperature controls diagnosis, and repair procedures. Students use factory manuals and receive instruction through lecture and demonstration of the proper application of tools and related components. This course qualifies for Toyota's course code T752. (FT) Associate Degree Credit only and not Transferable.

80H Toyota Automatic Transmissions 262
32 - 36 hours lecture, 2 units
Letter Grade or Pass/No Pass Option

Advisory: English 48, English 49 and Mathematics 34A, each with a grade of "C" or better, or equivalent or Assessment Skill Levels R5, W5 and M20; Automotive Technology 53 with a grade of "C" or better, or equivalent. This advanced course familiarizes technicians with the operation of Toyota automatic transmissions, transaxles, and transfer unit. Topics include the torque converters, Simpson Planetary Gear Unit, power flow, automatic transmission fluid, transmission oil pumps, valve body circuits, electrical controls, shift lock systems, transmission checks, adjustments, and diagnosis. Students use Toyota Factory manuals and receive instruction through lecture and demonstration of tools and related components. The course qualifies for Toyota's course code T262. (FT) Associate Degree Credit only and not Transferable.

ACTION

Adoption of four new courses at Miramar College.

Proposed new courses at Miramar College:

115 Aviation Weather

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

Advisory: English 48, English 49 and Mathematics 38, each with a grade of "C" or better, or equivalent or Assessment Skill Levels R5, W5 and M30.

This course is an introduction to atmospheric science, including applications to flight. Topics include the composition and structure of the atmosphere, atmospheric pressure, air circulation, winds, turbulence, precipitation, air masses, severe weather, clouds, air stability, and climate. Through examination of these topics, students gain an understanding of the scientific method and the methodologies of scientific investigation used to explain and predict weather phenomena. Other topics include the relationships between meteorology, technology, and economics; global climate change; and the interpretation and use of aviation weather charts, briefs, reports, and forecasts. This course is intended for students majoring in Aviation Operations or anyone interested in weather phenomena. (FT) Associate Degree Credit & transfer to CSU.

196L Advanced Instrument Flight Lab

**48 - 54 hours lab, 1 units
Grade Only**

Prerequisite: Aviation 195 and Aviation 195L, each with a grade of "C" or better, or equivalent or FAA-issued Instrument Pilot Certificate.

Advisory: English 48, English 49 and Mathematics 38, each with a grade of "C" or better, or equivalent or Assessment Skill Levels R5, W5 and M30; Aviation 133 with a grade of "C" or better, or equivalent.

This laboratory course provides advanced study and practice in basic Instrument Flight Rules (IFR) procedures, regulations, and techniques through the use of an airplane flight simulator. Designed for students seeking instrument flight certification, this course provides advanced practice in airplane instruments and instrument flying techniques, flight into IFR airspace, instrument navigation, and instrument approach procedures. It is intended for students majoring in Aviation Operations or anyone interested in flight training. (FT) Associate Degree Credit & transfer to CSU.

215L Basic Instrument Flight Instructor Lab
48 - 54 hours lab, 1 units
Grade Only

Prerequisite: Aviation 211L with a grade of "C" or better, or equivalent.

Advisory: English 48, English 49 and Mathematics 38, each with a grade of "C" or better, or equivalent or Assessment Skill Levels R5, W5 and M30; Aviation 128 and Aviation 201, each with a grade of "C" or better, or equivalent.

This course provides an introduction to applied methods of Instrument Flight Rules (IFR) flight instruction. The course utilizes a flight simulator lab in which students practice applied flight instruction techniques under the direct supervision of a Certified Flight Instructor - Instrument (CFII). It is intended for students majoring in Aviation Operations or those seeking qualification as a flight instructor. (FT)
Associate Degree Credit & transfer to CSU.

216L Advanced Instrument Flight Instructor Lab
48 - 54 hours lab, 1 units
Grade Only

Prerequisite: Aviation 215L with a grade of "C" or better, or equivalent.

Advisory: English 48, English 49 and Mathematics 38, each with a grade of "C" or better, or equivalent or Assessment Skill Levels R5, W5 and M30; Aviation 128 and Aviation 201, each with a grade of "C" or better, or equivalent.

This course provides advanced study of applied methods of Instrument Flight Rules (IFR) flight instruction. The course utilizes a flight simulator lab in which students practice applied flight instruction techniques under the direct supervision of a Certified Flight Instructor - Instrument (CFII). It is intended for students majoring in Aviation Operations or those seeking qualification as a flight instructor. (FT)
Associate Degree Credit & transfer to CSU.

ACTION

Adoption of a course reactivation at Miramar College.

Proposed course reactivation at Miramar College:

**277D Aviation Service Learning -- on Campus
48 - 162 hours other, 1-3 units
Grade Only**

Prerequisite: Aviation 105 and Aviation 101 or Aviation 133 with a grade of "C" or better, or equivalent.

Advisory: English 48 and English 49 each with a grade of "C" or better, or equivalent, or Assessment Skill Levels R5 and W5.

Limitation on Enrollment: Must obtain an Add Code from the instructor for enrollment.

Students in this course develop and implement service learning projects related to the Aviation (AVIA) subject area to help the college's community under the supervision of college faculty and in cooperation with the staff of community organizations and agencies. Projects may include collaboration with college AVIA classes, education projects for college students, mentoring, or shadowing. Students gain hands-on experience in project planning, development, implementation and evaluation. Students meet weekly to receive support training and development opportunities regarding best practices in Service Learning. The combined credit for all 277D discipline courses may not exceed three units. (FT) Associate Degree Credit & transfer to CSU.

ACTION

Adoption of a course deactivation at Mesa College.

Proposed course deactivation at Mesa College:

160A Introduction to On-Line Learning
8 - 9 hours lecture, 0.5 units
Grade Only

Advisory: English 48 and English 49, each with a grade of "C" or better, or equivalent, or Assessment Skill Levels R5 and W5; Computer Business Technology 101 and Computer Business Technology 112 with a grade of "C" or better, or equivalent.

This course is an introduction to developing the skills necessary to succeed in an on-line or web-based course. Students will learn and apply the basics of the Windows environment, data organization and management, the internet, the World Wide Web, E-mail, and word processing software. This course, or sections of this course, may be offered through distance education. (FT) Associate Degree Credit & transfer to CSU.

ACTION

Adoption of a course deactivation at Mesa College.

Proposed course deactivation at Mesa College:

185C Directed Clinical Practice

75 - hours other, 1 units

Grade Only

Prerequisite: Dental Assisting 128L with a grade of "C" or better, or equivalent.

Corequisite: Dental Assisting 136.

Limitation on Enrollment: This course is not open to students with previous credit for Dental Assisting 185.

Limitation on Enrollment: Special Admission - must be admitted to program.

This directed clinical practice course is conducted in a private dental office or clinic. Dental Assisting students are assigned basic duties in dental radiography and apply techniques learned in Dental Assisting 128, 128L and 136. These techniques include exposing bitewing and full-mouth radiographs on a variety of dental patients. Processing, mounting, identifying, labeling and filing radiographs are also included. The supervision of the student is shared by the staff of the dental office and the faculty of the Dental Assisting Program. (FT) Associate Degree Credit & transfer to CSU.

Hospitality

ACTION

Adoption of two course deactivations at Mesa College.

Proposed course deactivations at Mesa College:

140 Club Management

**16 - 18 hours lecture, 1 units
Grade Only**

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

Advisory: Completion of or concurrent enrollment in Hospitality 110 and Culinary Arts/Culinary Management 140, each with a grade of "C" or better, or equivalent.

This course introduces students to club management in the various types of clubs and club sectors. Concepts covered include the club boards of directors, service excellence, leadership, quality management systems, strategic and financial management, club marketing, human resources, guest rooms, food and beverage operations, and computer systems. This course is for students interested in hotel, hospitality and tourism. (FT) Associate Degree Credit & transfer to CSU.

201 Hotel Management Simulations

**48 - 54 hours lab, 1 units
Grade Only**

Prerequisite: Hospitality 102, Hospitality 110, Hospitality 111, Hospitality 115 and Hospitality 120 and Computer Business Technology 140, each with a grade of "C" or better, or equivalent.

Limitation on Enrollment: This course is not open to students with previous credit for Hotel Management 201.

This course utilizes knowledge of rooms management, the lodging cycle, marketing, sales, human resources, food and beverage cost control and yield management to provide the ability to make managerial decisions doing a major case study in a computer-simulated environment. The input of data into the computer allows students to test decision-making skills in a highly realistic environment. Students evaluate broad ranges of accumulated learning by running a business within a safe accelerated environment. This class culminates the hotel management curriculum and is intended for students to utilize knowledge gained from all previous hotel and hospitality courses. (FT) Associate Degree Credit & transfer to CSU.

ACTION

Adoption of a course deactivation at City College.

Proposed course deactivation at City College:

202A Introduction to Digital Electronics
32 - 36 hours lecture, 48 - 54 hours lab, 3 units
Grade Only

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

This is an introductory course to digital electronics and its applications to engineering. Emphasis is placed on activity-based learning through a variety of hands-on laboratory projects. Topics include applied Boolean algebra and number systems; Karnaugh maps; combinatorial logic and analysis; logic building blocks including gates, gate analysis, flip-flops, shift registers; and digital circuit simulation using Logic Works or equivalent software. (FT) Associate Degree Credit & transfer to CSU.

ACTION

Adoption of a course deactivation at Miramar College.

Proposed course deactivation at Miramar College:

270 Work Experience in Military Leadership
60 - 300 hours other, 1-4 units
Grade Only

Prerequisite: Military Studies 100 or Military Studies 100 and Military Studies 110, each with a grade of "C" or better, or equivalent.

Limitation on Enrollment: Must obtain an Add Code from Work Experience Coordinator for enrollment.

A program of applied learning experiences for students employed in a job or internship related to military leadership. One unit of credit is earned for each 75 hours of paid employment or 60 hours of volunteer work. This course may be taken four times for a maximum of 16 units. However, the combined maximum credit for all Work Experience courses from all disciplines may not exceed 16 units. (FT) Associate Degree Credit & transfer to CSU.

Pipefitting

ACTION

Adoption of a new course at City College.

Proposed new course at City College:

195 Advanced Pipefitting II
32 - 36 hours lecture, 64 - 72 hours lab, 3 units
Grade Only

Prerequisite: Pipefitting (Construction Trades) 190 or Pipefitting (Construction Trades) 335 with a grade of "C" or better, or equivalent.

Limitation on Enrollment: This course is not open to students with previous credit for Pipefitting (Construction Trades) 340.

This course is designed to give the Pipefitting Apprentice student an introduction to aboveground pipe installation, field routing and vessel trim. Topics include pipe hangers and supports, and piping system testing and related equipment. (FT) Associate Degree Credit & transfer to CSU.

Fire Protection Technology

ACTION

Adoption of a program revision at Miramar College.

Proposed program revisions at Miramar College:

**Certificate of Achievement
Fire Technology**

Courses Required for the Major:	Units:
FIPT 101 Fire Protection Organization	3
FIPT 102 Fire Prevention Technology	3
FIPT 103 Fire Protection Equipment and Systems	3
FIPT 104 Building Construction for Fire Protection	3
FIPT 105 Fire Behavior and Combustion.....	3
FIPT 107 Fire Fighting Tactics and Strategy	3
FIPT 109 Fire Service Hydraulics	3
FIPT 110 Wildland Fire Control	3
<u>FIPT 120 Firefighter Safety and Survival</u>	<u>3</u>
FIPT 150A Introduction to Fire Suppression and Maintenance Manipulative Tasks (Beginning).....	1.5
EMGM 105A Emergency Medical Technician - National Registry	7

Total Units = ~~31.5~~ ~~32.5~~ 35.5

**Associate in Science Degree
Fire Technology**

Courses Required for the Major:	Units:
FIPT 101 Fire Protection Organization	3
FIPT 102 Fire Prevention Technology	3
FIPT 103 Fire Protection Equipment and Systems	3
FIPT 104 Building Construction for Fire Protection.....	3
FIPT 105 Fire Behavior and Combustion.....	3
FIPT 107 Fire Fighting Tactics and Strategy	3
FIPT 109 Fire Service Hydraulics	3
FIPT 110 Wildland Fire Control	3
<u>FIPT 120 Firefighter Safety and Survival</u>	<u>3</u>
FIPT 150A Introduction to Fire Suppression and Maintenance Manipulative Tasks (Beginning).....	1.5
EMGM 105A Emergency Medical Technician - National Registry	7

Total Units = ~~31.5~~ ~~32.5~~ 35.5

ACTION

Adoption of a program deactivation at Miramar College.

Proposed program deactivations at Miramar College:

**Certificate of Achievement
Military Leadership**

Courses Required for the Major:	Units
MILS 100 Introduction to Military Science or	
MILS 100 Introduction to Military Science	3
MILS 110 Leadership Theory and Practice	3
MILS 270 Work Experience in Military Leadership	3-4
ENGL 101 Reading and Composition or	
BUSE 119 Business Communications	3
POLI 102 The American Political System	3

Select three units from the following:	Units
AVIA 128 Group Dynamics for High Risk Teams	3
AVIA 228 Group Dynamics II	3
BUSE 201 Business Organization and Management	3
MILS 120 Military Justice, Ethics, and the Law of Armed Conflict	3
SUPR 101 Introduction to Supervision	3
SUPR 115 Management and Organization for Supervisors	3

Total Units = 18-19

**Associate in Science Degree
Military Leadership**

Courses Required for the Major:	Units
MILS 100 Introduction to Military Science or	
MILS 100 Introduction to Military Science	3
MILS 110 Leadership Theory and Practice	3
MILS 270 Work Experience in Military Leadership	3-4
ENGL 101 Reading and Composition or	
BUSE 119 Business Communications	3
POLI 102 The American Political System	3

Select three units from the following:	Units
AVIA 128 Group Dynamics for High Risk Teams	3
AVIA 228 Group Dynamics II	3
BUSE 201 Business Organization and Management	3
MILS 120 Military Justice, Ethics, and the Law of Armed Conflict	3
SUPR 101 Introduction to Supervision	3
SUPR 115 Management and Organization for Supervisors	3

Total Units = 18-19