

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:

Business Management

Adoption of two new courses at Continuing Education. **(Attachment A)**

Clothing and Textiles

Adoption of a new course at Continuing Education. **(Attachment B)**

Computer and Information Science

Adoption of two new courses at Continuing Education. **(Attachment C)**

Foods and Nutrition

Adoption of four new courses at Continuing Education. **(Attachment D)**

Nursing Education

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

Biology

Adoption of a new program at City College. **(Attachment F)**

Biology

Adoption of a new program at Miramar College. **(Attachment G)**

Business Management

Adoption of a new program at Continuing Education. **(Attachment H)**

Business Studies

Adoption of a new program at City College. **(Attachment I)**

Chemistry

Adoption of a new program at Mesa College. **(Attachment J)**

Chemistry

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

Shelly Hess, Ed.D.
Interim Vice Chancellor
Instructional Services

B. STATEMENT OF ISSUE/PURPOSE (continued)

1. Background and Purpose: (continued)

Clothing and Textiles

Adoption of a program revision at Continuing Education. (**Attachment L**)

Computer and Information Science

Adoption of a new program at Continuing Education. (**Attachment M**)

Foods and Nutrition

Adoption of a new program at Continuing Education. (**Attachment N**)

Music

Adoption of a new program at Mesa College. (**Attachment O**)

Physical and Earth Sciences

Adoption of a new program at City College. (**Attachment P**)

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 two new courses at Continuing Education.

Proposed new courses at Continuing Education:

630 Small Business Essentials

This course provides students with the principles, practices, strategies, and requirements needed to form and manage a small business. Students will learn about establishing online, home-based, mobile and commercially zoned small businesses. Topics include legal forms of organization, hiring employees, financial issues, establishing credit, securing loans, developing sales and marketing strategies and legal issues. Students will learn how to identify and analyze personal and business skills necessary to start a small business. (FT)

631 Small Business Planning

This course includes preplanning, strategizing, organizing, developing and writing a small business plan. Students will develop a personal vision statement and create a business concept that aligns with their plan. The course also includes management and organization, marketing strategies, financials and exit strategies. (FT)

ACTION

Adoption of a new course at Continuing Education.

Proposed new course at Continuing Education:

625 Sewing Fundamentals II

Advisory: Completion of Sewing Fundamentals CLTX 620 or Basic Clothing Construction Skills.

This course bridges the skills between the beginner and the professional sewer. Emphasis in the course is on the attainment of intermediate skills needed to create apparel and sewn products. Topics include elements of style, textile knowledge and identification, equipment, tools, fitting techniques and evaluation of apparel quality. Introduction of fashion industry concepts including green technology is included.
(FT)

ACTION

Adoption of two new courses at Continuing Education.

Proposed new courses at Continuing Education:

609 Network Security Basics

Advisory: COMP 608 or equivalent

This course provides the foundation and basic skills needed in computer and network security. Topics include identifying security risks, risk mitigation strategies, forensic procedures, incident response procedures and cryptography. Students will learn investigative techniques, types of threats, and application of security controls to maintain confidentiality, data integrity, and availability. Emphasis will be placed on security best practices and applying applicable policies, laws, and regulations. (FT)

643 Linux Server Technologies

Advisory: Microcomputer Basics or equivalent

This course includes the installation, configuration, and management of network services and roles on the Linux Server Operating System. Students will learn about server administration tools, configuring common Linux services, and managing network and server security. Students will be introduced to network and server monitoring and troubleshooting tools and practices. (FT)

ACTION

Adoption of four new courses at Continuing Education.

Proposed new courses at Continuing Education:

681 Culinary Arts and Sciences I

This course provides an overview of the culinary arts industry and the basic knowledge and skills required for entry-level positions in the culinary arts profession. Topics will include: culinary terminology, industry history, food safety and sanitation, tools, equipment, knife skills, and food service operations. Students will also learn the preparation of stocks, sauces and soups, bakeshop products, breakfast cookery, and American regional cuisine. (FT)

682 Culinary Arts and Sciences II

This course provides an introduction to the principles of meat and seafood cookery, garden manger, nutrition fundamentals, and restaurant economics. Topics will include: principles of protein identification and fabrication, vegetable, fruit, and starch identification and preparation, and international cuisine. Students will also learn about restaurant management, standards, and menu development including food costing. (FT)

683 Culinary Arts Advanced I

This course provides an overview of current trends in the culinary industry, restaurant operations, and the basic knowledge required to design and open a food service business. Topics will include: molecular culinary terminology, molecular product identification, flavor affinities, business plan development, marketing, restaurant law, and restaurant concept development. Students will also learn how to prepare dishes using molecular gastronomy techniques. (FT)

684 Culinary Arts Advanced II

This course provides an overview of sustainable food systems, food and beverage management, front end operations and professional table service. Topics will include: farm-to-table concepts, purchasing and cost control, human resources and restaurant leadership and management. Students will also learn the basics of food and beverage pairing, as well as the preparation of seasonal dishes utilizing sustainable local ingredients. (FT)

ACTION

Adoption of a new course at City College.

Proposed new course at City College:

92 Nursing Student Success

**8 - 9 hours lecture, 24 - 27 hours lab, 1 units
Pass/No Pass**

Advisory: English 101 and Mathematics 96, each with a grade of "C" or better, or equivalent or Assessment Skill Levels R6, W6 and M50.

Limitation on Enrollment: This course is not open to students with previous credit for Nursing 265B. Special Admission - must be admitted to program. This course is designed to provide the incoming nursing student with an introduction to the study of nursing. The student participates in eight four-hour sessions to explore and become familiar with the expectations and realities of being a nursing student. Utilizing a variety of topics, activities, examinations and general information, this course is designed to assist the student to develop strategies to be successful in the nursing program. Emphasis is placed on the student's responsibilities in identifying their most effective learning style and personal study plan to facilitate mastery of this rigorous and challenging program. The philosophy of the nursing program and the role of the student in developing accountability, integrity and meeting the standards of academic and clinical conduct are also discussed. (FT) Not applicable to the Associate Degree.

ACTION

Adoption of a new program at City College.

Proposed new program at City College:

**Associate in Science in Biology for
Transfer Degree**

Courses Required for the Major:	Units
BIOL 210A Introduction to the Biological Sciences I.....	4
BIOL 210B Introduction to the Biological Sciences II.....	4
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
MATH 121 Basic Techniques of Applied Calculus I or	
MATH 150 Calculus with Analytic Geometry I.....	3-5
PHYS 125 General Physics and	
PHYS 126 General Physics II or	
PHYS 195 Mechanics and	
PHYS 196 Electricity and Magnetism.....	10

Select 3-5 units from the following:	Units
CHEM 231 Organic Chemistry I – Lecture and	
CHEM 231L Organic Chemistry I – Laboratory.....	5
MATH 122 Basic Techniques of Calculus II	3
MATH 151 Calculus with Analytic Geometry II.....	4

Total Units = 34-38

ACTION

Adoption of a new program at Miramar College.

Proposed new program at Miramar College:

**Associate in Science in Biology for
Transfer Degree**

Courses Required for the Major:	Units
BIOL 210A Introduction to the Biological Sciences I.....	4
BIOL 210B Introduction to the Biological Sciences II.....	4
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
CHEM 231 Organic Chemistry I - Lecture	3
CHEM 231L Organic Chemistry I – Laboratory.....	2
MATH 121 Basic Techniques of Applied Calculus I or	
MATH 122 Basic Techniques of Calculus II or	
MATH 150 Calculus with Analytic Geometry I.....	3-5
PHYS 125 General Physics and	
PHYS 126 General Physics II or	
PHYS 195 Mechanics and	
PHYS 196 Electricity and Magnetism.....	10

Total Units = 36-38

Business Management

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

Certificate of Completion Small Business Planning Program

- A. Labor Market Information¹: The annual average number of persons employed in the Small Business Planning program area is 95,200 in the 2012-2022 employment years. Approximately 4,490 new job openings are projected through 2012-2022.
- B. Duplication²: City College, Cuyamaca College, MiraCosta College, and Southwestern College (credit programs).
- C. Effectiveness³: Program area OR the projected enrollment of 50 for the 2015-2016 years in the new program area.

1. Labor Market Information, Employment Development Department, California.
2. Labor Market Information, Employment Development Department, California (management analysts).
3. Web, and institution's class schedules and catalogs.

ACTION

Adoption of a new program at Continuing Education.

Proposed new program at Continuing Education:

Certificate of Completion Small Business Planning Program

Courses Required for the Major:
BUSN 630 Small Business Essentials
BUSN 631 Small Business Planning

ACTION

Adoption of a new program at City College.

Proposed new program at City College:

**Associate in Arts in Economics for
Transfer Degree**

Courses Required for the Major:	Units
ECON 120 Principles of Macroeconomics.....	3
ECON 121 Principles of Microeconomics	3
MATH 119 Elementary Statistics or	
PSYC 258 Behavioral Science Statistics.....	3
MATH 121 Basic Techniques of Applied Calculus I.....	3

Select one of the following courses

(3-5 units):	Units
ACCT 116A Financial Accounting	4
ACCT 116B Managerial Accounting	4
BUSE 119 Business Communications.....	3
CISC 181 Principles of Information Systems.....	4
MATH 116 College and Matrix Algebra.....	3
MATH 122 Basic Techniques of Calculus II	3
MATH 150 Calculus with Analytic Geometry I.....	5
MATH 151 Calculus with Analytic Geometry II.....	4

**Select one of the following courses not already
selected above (3-5 units):**

	Units
ACCT 116A Financial Accounting	4
ACCT 116B Managerial Accounting	4
BUSE 119 Business Communications.....	3
CISC 181 Principles of Information Systems.....	4
MATH 116 College and Matrix Algebra.....	3
MATH 122 Basic Techniques of Calculus II	3
MATH 150 Calculus with Analytic Geometry I.....	5
MATH 151 Calculus with Analytic Geometry II.....	4

Total Units = 18-22

ACTION

Adoption of a new program at Mesa College.

Proposed new program at Mesa College:

**Associate in Science in Chemistry
for Transfer Degree**

Courses Required for the Major:	Units
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
CHEM 231 Organic Chemistry I - Lecture	3
CHEM 231L Organic Chemistry I – Laboratory.....	2
CHEM 233 Organic Chemistry II - Lecture	3
CHEM 233L Organic Chemistry II – Laboratory.....	2
PHYS 195 Mechanics.....	5
PHYS 196 Electricity and Magnetism.....	5
MATH 150 Calculus with Analytic Geometry I.....	5
MATH 151 Calculus with Analytic Geometry II.....	4

Total Units = 39

ACTION

Adoption of a new program at Miramar College.

Proposed new program at Miramar College:

**Associate in Science in Chemistry
for Transfer Degree**

Courses Required for the Major:	Units
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
CHEM 231 Organic Chemistry I - Lecture	3
CHEM 231L Organic Chemistry I – Laboratory.....	2
CHEM 233 Organic Chemistry II - Lecture	3
CHEM 233L Organic Chemistry II – Laboratory.....	2
MATH 150 Calculus with Analytic Geometry I.....	5
MATH 151 Calculus with Analytic Geometry II.....	4
PHYS 195 Mechanics.....	5
PHYS 196 Electricity and Magnetism.....	5

Total Units = 39

ACTION

Adoption of a program revision at Continuing Education.

Proposed program revision at Continuing Education:

**Certificate of Completion
Clothing Construction Program**

Reason for Revision: The Clothing and Fashion Department recommended the creation of the Sewing Fundamentals II course to bridge the skills between the beginner and the professional sewer and to allow for more skill development in construction, textile knowledge and green sewing. The addition of this course will give the student an added advantage in skills needed for entry level employment in the fashion industry.

Courses Required for the Major:
CLTX 625 Sewing Fundamentals

Computer and Information Science

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

Certificate of Completion Linux Server Administration Program

- A. Labor Market Information¹: The annual average number of persons employed in the Linux Server Administration program area was 9,947 in the 2013 employment year. Approximately 1,079 new job openings are projected through 2013-2016.
- B. Duplication²: City College, Cuyamaca College, MiraCosta College, and Southwestern College.
- C. Effectiveness³: Program area OR the projected enrollment of 96 for the 2015-2016 years in the new program area.

1. Labor Market Information, Employment Development Department, California.
2. Labor Market Information, Employment Development Department, California.
3. Web, and institution's class schedules and catalogs.

ACTION

Adoption of a new program at Continuing Education.

Proposed new programs at Continuing Education:

Certificate of Completion Linux Server Administration Program

Courses Required for the Major:

COMP 641 Linux Essentials

COMP 643 Linux Server Technologies

Computer and Information Science

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

Certificate of Completion Security Essentials Program

- D. Labor Market Information⁴: The annual average number of persons employed in the Security Essentials program area was 10,569 in the 2013 employment year. Approximately 732 new job openings are projected through 2013-2016.
- E. Duplication⁵: Cuyamaca College, MiraCosta College, and Southwestern College.
- F. Effectiveness⁶: Program area OR the projected enrollment of 96 for the 2015-2016 years in the new program area.

4. Labor Market Information, Employment Development Department, California.

5. Labor Market Information, Employment Development Department, California.

6. Web, and institution's class schedules and catalogs.

Certificate of Completion Security Essentials Program

Courses Required for the Major:

COMP 608 Basic Network Configuration

COMP 609 Network Security Basics

Foods and Nutrition

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

Certificate of Completion Culinary Arts Advanced and Culinary Arts and Sciences Programs

- A. Labor Market Information¹: The annual average number of persons employed in the Culinary Arts Advanced and Culinary Arts and Sciences program areas was 116,900 in the 2012 employment year. Approximately 5,680 new job openings are projected through 2012-2022.
- B. Duplication²: Art Institute of San Diego, Grossmont College, Mesa College, and Southwestern College.
- C. Effectiveness³: Program area OR the projected enrollment of 60 for the 2015-2016 years in the new program area.

1. Labor Market Information, Employment Development Department, California.
2. Labor Market Information, Employment Development Department, California.
3. Web, and institution's class schedules and catalogs.

ACTION

Adoption of a new program at Continuing Education.

Proposed new programs at Continuing Education:

**Certificate of Completion
Culinary Arts Advanced Program**

Courses Required for the Major:
FDNT 683 Culinary Arts Advanced I
FDTN 684 Culinary Arts Advanced II

**Certificate of Completion
Culinary Arts and Sciences
Program**

Courses Required for the Major:
FDNT 681 Culinary Arts and Sciences I
FDNT 682 Culinary Arts and Science II

ACTION

Adoption of a new program at Mesa College.

Proposed new program at Mesa College:

**Associate in Arts in Music for
Transfer Degree**

Courses Required for the Major:	Units
MUSI 150A Basic Musicianship.....	3
MUSI 158B Music Theory II	4
MUSI 258A Music Theory III.....	4
MUSI 258B Music Theory IV.....	4
MUSI 268B Beginning Ear Training Laboratory II.....	1
MUSI 269A Advanced Ear Training Laboratory III	1
MUSI 269B Advanced Ear Training Laboratory IV	1

CATEGORY A: Applied Music select four

(2 units):	Units
MUSI 274A Applied Music I	1
MUSI 274B Applied Music II	1
MUSI 274C Applied Music III.....	1
MUSI 274D Applied Music IV	1

CATEGORY B: Large Ensemble select four

(4 units):	Units
MUSI 253A Ensembles I.....	1
MUSI 253B Ensembles II	1
MUSI 253D Ensembles	1
MUSI 253C Ensembles III	1

Total Units = 24

ACTION

Adoption of a new program at City College.

Proposed new program at City College:

**Associate in Science in Chemistry
for Transfer Degree**

Courses Required for the Major:	Units
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
CHEM 231 Organic Chemistry I – Lecture.....	3
CHEM 231L Organic Chemistry I – Laboratory.....	2
CHEM 233 Organic Chemistry II – Lecture	3
CHEM 233L Organic Chemistry II – Laboratory.....	2
PHYS 195 Mechanics.....	5
PHYS 196 Electricity and Magnetism.....	5
MATH 150 Calculus with Analytic Geometry I.....	5
MATH 151 Calculus with Analytic Geometry II.....	4

Total Units = 39