



## SAN DIEGO COMMUNITY COLLEGE DISTRICT

CITY COLLEGE • MESA COLLEGE • MIRAMAR COLLEGE • CONTINUING EDUCATION

### CTE TRANSITIONS CREDIT BY EXAM AGREEMENT

**San Diego Continuing Education**  
**COMM 660, COMM 661, COMM 662 and COMM 663**  
 &  
**San Diego City College**  
**ARTG 125 (3 units)**

**2020-2022**

#### AGREEMENT SUMMARY

A student who completes the San Diego Continuing Education course(s), **COMM 660, COMM 661, COMM 662 and COMM 663** and meets the San Diego Community College District defined performance and competency criteria outlined in this agreement, will be granted **3** units of college credit at **San Diego City College** for **ARTG 125**. The student will receive college credits upon successful completion of the CTE Transitions Credit by Exam requirements.

<b>SDCE Course Number(s):</b>	COMM 660, COMM 661, COMM 662 and COMM 663
<b>College Course Number:</b>	ARTG 125
<b>SDCCD College:</b>	San Diego City College
<b>Units:</b>	3 college units
<b>College Approved Credit by Exam Method:</b>	<p><b><u>Comm 660 Exam:</u></b></p> <ul style="list-style-type: none"> <li>• Completion of final exam approved by college faculty with a grade of B or better</li> </ul> <p><b><u>Comm 661 Exam:</u></b></p> <ul style="list-style-type: none"> <li>• Completion of final exam approved by college faculty with a grade of B or better</li> </ul> <p><b><u>Comm 662 Exam:</u></b></p> <ul style="list-style-type: none"> <li>• Completion of final exam approved by college faculty with a grade of B or better</li> </ul> <p><b><u>Comm 663 Project:</u></b></p> <ul style="list-style-type: none"> <li>• Completion of final project approved by college faculty with a grade of B or better</li> </ul> <p><b>The average of the COMM 660, COMM 661, COMM 662, and COMM 663 exam/project grades will become the student's transcribed grade for ARTG 125.</b></p>

<b>Testing location/proctor:</b>	Exam administered at SDCE by SDCE faculty
<b>Industry Sector:</b>	ICT/Digital Media
<b>SDCE Program Area:</b>	Digital Media
<b>College Program Area:</b>	Art – Graphic Design
<b>Agreement Effective Dates:</b>	Fall 2020 through Summer 2022

*Table 1.*

## **PURPOSE OF AGREEMENT**

CTE Transitions Credit by Exam is an early college credit model based on course to course agreements that connect existing career education Continuing Education pathways to Career Education degrees and certificates at San Diego City, Mesa, and Miramar College through a credit by exam process. The purpose of CTE Transitions Credit by Exam course to course agreements is to accelerate college career education degree or certificate completion.

The process of developing an agreement connects College faculty to Continuing Education faculty and supports pathway alignment from Continuing Education career education pathways into college career education programs.

Agreement Development:

- Builds faculty to faculty partnerships
- Supports curricular updates, modernization, and alignment
- Increases Continuing Education student awareness of occupational pathways and opportunities at the community colleges
- Encourages the collaborative development of additional student opportunities to engage with the community colleges and further explore careers

Successful completion of the approved course(s) entitles students to:

- Earn SDCCD college credit (and in some instances, university transferable credit)
- Waive fees for college course(s) completed through the credit by exam program
- Use the course to meet degree or certificate requirements
- Advance to the next level of college classes for which this course serves as a prerequisite

## **EXAMINATION DEVELOPMENT AND ADMINISTRATION**

**Development:** Faculty from both institutions and programs will exchange course outlines and curricula including required tests, written assignments, extended projects, and any other curriculum and assessments necessary to determine the equivalency of the established student learning outcomes regarding the knowledge, skills, and abilities required by the credit by exam process.

**Methods of Examination:** As outlined in California's Education Code of Regulations (5 CA ADC § 55050), the nature and content of the examination shall be determined solely by the college faculty in the discipline who normally teach the course for which credit is to be granted.

- The college faculty shall determine that the examination adequately measures mastery of the course content as set forth in the outline of record.
- Methods of examination will reflect mastery of the course content for each college course listed in this agreement. The college faculty approved credit by exam methods of assessment for this agreement are indicated on page one (table 1) of this document.
- A separate examination shall be conducted for each course for which credit is to be granted.
- The approved method(s) of examination will be integrated into the Continuing Education course curriculum.
- Continuing Education faculty will administer the approved method(s) of examination to all students enrolled in the course and provide overall course grades for all students enrolled in the course. Both the overall course grade and the final exam grade will be recorded on the CTE Transitions Credit by Exam Certification form for all eligible students along with the semester and year to award credit.
- Copies of the approved methods of examination are to be held on file at the SDCCD District Office, College's Office of the Vice President of Instruction, and at Continuing Education's Vice President of Instruction Office.

Additionally, San Diego Continuing Education will collaborate with SDCCD Instructional Services on the implementation and management of the agreement, including:

- Provide CTE Transitions Credit by Exam information to students. Ensure the students are aware they may be eligible for college credit.
- Provide support and guidance for SDCE faculty regarding agreement compliance, process and timeline for completing CTE Transitions Credit by Exam Certification forms, and record keeping for all student participants.

**Amendments:** Agreements remain active for two years unless otherwise noted. Amendments may be made within the two year effective dates to accommodate any needed updates. Amendments do not require signatures and will be held on file with the SDCCD District office, College, and Continuing Education Office of the Vice President of Instruction.

## **REQUIREMENTS AND CERTIFICATION OF CREDITS**

In order for a student to receive college credit through CTE Transitions Credit by Exam, an active agreement with a college must be in place for a course at the time a Continuing Education student is enrolled in that course.

The Continuing Education **student** must:

- Complete the course/program identified in this agreement (Table 1 on page 1) with a grade of “A” or “B”.
- Complete the college faculty approved method(s) of examination with a grade of “A” or “B”.
- Complete the SDCCD online college application.
- Work with the course instructor to complete the Continuing Education Credit by Exam Certification form.

CTE Transitions Credit by Exam Agreements are available for career education courses only. The college course must be active at the time of enrollment. SDCCD credit cannot be offered for college courses that are not active.

Students may not repeat a course for credit via credit by exam.

A student may take a maximum of 12 units as Credit by Examination within the San Diego Community College District.

## **CAREER PATHWAYS**

The San Diego Community College District course listed within this agreement is required for the following programs:

<b>College Course: ARTG 125</b>			
<b>COLLEGE</b>	<b>CERTIFICATE OF PERFORMANCE*</b>	<b>CERTIFICATE OF ACHIEVEMENT*</b>	<b>ASSOCIATE OF ARTS/SCIENCE DEGREE**</b>
City College	Graphic Design	Graphic Design	Graphic Design; Liberal Arts & Sciences: Visual & Performing Arts; Two-Dimensional Art

\*Please refer to the college catalog for a complete listing of course requirements for certificate and degree programs.

\*\*Associate Degree requirements include general education courses in addition to the major prep requirements. Please refer to the college catalog for a complete listing of course requirements for certificate and degree programs.

**COMM 663 - PORTFOLIO RUBRIC**

CATEGORY	20 points	15 points	10 points	5 points
<p><b>Elements of Design/ Composition</b> Portfolio demonstrates working understanding of the elements and principles of design in the overall layout and design.</p>	Portfolio is exceptionally arranged. Layout structure helps elements feel connected. Excellent understanding of negative space.	Portfolio is arranged well. Layout structure helps elements feel connected. Good understanding of negative space.	Portfolio arrangement needs improvement. Layout may be missing structure, disrupting the relationship between elements.	Portfolio Layout is ineffective. Several elements are out of alignment and balance.
<p><b>Typography</b> Demonstrates knowledge of typographic principles. It is both a design element and a tool of communication. Readable and legible.</p>	Demonstrates a great understanding of typographic principles. The type is a strong tool of communication. It is legible and readable.	Demonstrates a good understanding of typographic principles. The type is a good tool of communication. It is legible and readable.	Demonstrates a fair understanding of typographic principles. The type is a fair tool of communication. It is at times illegible and unreadable.	Demonstrates a poor understanding of typographic principles. The type is a poor tool of communication. It is illegible and unreadable.
<p><b>Process/Concept</b> Portfolio shows maturity and self-direction with strong evidence of an idea-driven process and concept-based solutions. Demonstrates sophisticated research skills, original thought, awareness of audience and extreme depth of communication.</p>	Portfolio shows maturity and self-direction with strong evidence of an idea-driven process and concept-based solutions. Demonstrates sophisticated research skills, original thought, awareness of audience and extreme depth of communication.	Portfolio shows self-direction with good evidence of an idea-driven process and concept-based solutions. Demonstrates aspects of good research, original thought, and/or awareness of audience.	Portfolio shows some self-direction, thought process and/or solution could indicate stronger emphasis on concept. Average demonstration of research, original thought, and/or awareness of audience.	Portfolio shows little self-direction with minimal evidence of an idea-driven process or concept-based solutions. Below-average demonstration of research, original thought, and/or awareness of audience.
<p><b>Navigation/ Craftsmanship and Technique</b> Works shows superior craftsmanship and command of technique of digital format and is executed with careful attention to detail.. Portfolio is easy to navigate. All buttons are in working order.</p>	Works show superior craftsmanship. Command of digital formatting. Good execution with careful attention to detail. Portfolio is easy to navigate. All buttons are in working order.	Works show good craftsmanship and command of digital formatting. Good execution with attention to detail.. Portfolio is easy to navigate. One button not in working order.	Works show fair craftsmanship. Digital formatting is somewhat complicated to navigate. Some buttons not in working order.	Works show poor craftsmanship and poor technique of digital formatting and complicated to navigate. Buttons are not in working order.
<p><b>Followed directions/ met requirements</b> All requirements and directions were met.</p>	Followed all aspects of the directions. All requirements are met and exceeded.	Followed directions All requirements are met.	Did not follow directions. One requirement was not completely met.	Did not follow directions. More than one requirement was not completely met.