I. APPROVAL OF ORDER OF AGENDA

II. APPROVAL OF MINUTES

III. NOTIFICATION

CGR 222  OFADM 351, an advisory for both of these courses, has been inactivated. CGR faculty have asked to substitute OFADM 353 as the advisory for both CGR courses.

CGR 224

OFADM 356  B. Adams met with K. Alevezos on 10/28/09 and inserted additional completion information in OFADM 356, 359, and 361.

OFADM 359

OFADM 361

SPAN 103  Spanish 3 5
Effective: Summer 2008
The unit change for this course was approved at the April 3, 2007 Curriculum Committee meeting however in the current catalog, the AA Degree in Spanish still reflects the previous unit count. This appears on the agenda to ensure that the program is updated in future catalogs.

SPAN 104  Spanish 4 5
Effective: Summer 2008
The unit change for this course was approved at the April 3, 2007 Curriculum Committee meeting however in the current catalog, the AA Degree in Spanish still reflects the previous unit count. This appears on the agenda to ensure that the program is updated in future catalogs.

IV. CONSENT

ART 108  The fee addition and increase (for sculpture and ceramics respectively) are proposed so that students enrolling in these courses will have automatically purchased materials integral to the course. This is also intended to ease the burden on the workers in the Business office where currently students must use to purchase/get receipt for materials.

ART 109

ART 110

ART 140

ART 141

ART 142  (See attached memo) 01
Effective: Summer 2010

Effective: Summer 2010
### V. DISCUSSION

#### Inactivations

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Effective:</th>
<th>Units</th>
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<tbody>
<tr>
<td>BUSAD 259</td>
<td>Small Business Management</td>
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<td>CMSC 269</td>
<td>Network + Certification Training Lab</td>
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<tr>
<td>CMSC 279</td>
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<tr>
<td>ENGL 178</td>
<td>Mass Media and the Public</td>
<td>Summer 2010</td>
<td>3</td>
</tr>
<tr>
<td>ESL 40 A</td>
<td>Skills for Success in Intermediate Grammar</td>
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<td>½</td>
</tr>
<tr>
<td>LR 140</td>
<td>Introduction to Online Learning</td>
<td>Summer 2010</td>
<td>1</td>
</tr>
<tr>
<td>THETR 891</td>
<td>Youth Theatre Ensemble</td>
<td>Summer 2010</td>
<td>0</td>
</tr>
</tbody>
</table>

**Program Impact:**

- BUSAD 259: Inactive
- CMSC 269: Inactive
- CMSC 279: Inactive
- ENGL 178: Inactive
- ESL 40 A: Inactive
- LR 140: Inactive
- THETR 891: Inactive
WKEX 352  Cooperative General Work Experience  2
   Effective: Summer 2010
   INACTIVATE
   Program Impact:
       1. Construction - Carpentry Skills Recognition Award

Revisions (including modifications/reactivations)

ANAT 125  Human Anatomy  5
   Effective: Summer 2010
   MODIFY: Restrictions, content, typical assignments, methods of instruction
   Enrollment Restrictions: Removing: (P) AP 50. Maintaining: (P) BIO 101 or BIO 111. Requesting: (P) or BIO 116.
   Distance Education Status: None
   Materials Fee Status: None
   Articulation Status: Transfers to CSU, UC
   General Education Status: Approved for MJC-GE: A, CSU-GE: B2,B3, IGETC: 5B
   Rationale: We are creating a new prerequisite option for nursing-prep students, BIO 116. This proposal is to add BIO 116 as a prereq for Anatomy and remove AP 50 as a prereq.
   Course Impact:
       1. ANAT 180
       2. PHYSO 101
       3. RSCR 222
   Program Impact:
       1. Athletic Training/Sports Medicine A.S. Degree
       2. Nursing A.S. Degree
       3. Nursing: Associate Degree Nursing A.S. Degree
       4. Nursing: LVN to ADN Upgrade A.S. Degree

AP 150  Integrated Anatomy and Physiology  5
   Effective: Summer 2010
   MODIFY: Restrictions, content
   Enrollment Restrictions: Removing: (P) AP 50. Maintaining: (P) BIO 101 or BIO 111. Requesting: (P) or BIO 116.
   Distance Education Status: None
   Materials Fee Status: None
   Articulation Status: Transfers to CSU, UC
   General Education Status: Approved for MJC-GE: A, CSU-GE: B2,B3, IGETC: 5B
   Rationale: We are changing our prerequisites within the nursing prep program to be more consistent across courses.
   This proposal is only to change the prerequisite, not a substantive change to the course.
   We are creating a new prerequisite option for nursing-prep students, BIO 116. This proposal is to add BIO 116 as a prereq for Anatomy and remove AP 50 as a prereq.
   Program Impact:
       Stand Alone

BIO 50  Basic Biology  3
   Effective: Summer 2010
   MODIFY: Description, content, methods of assessment, textbooks
   Enrollment Restrictions: None
   Distance Education Status: None
   Materials Fee Status: None
   Articulation Status: Does not transfer
   General Education Status: Approved for MJC-GE: A
   Rationale: Periodic review
   Program Impact:
       Stand Alone
BIO 101  Biological Principles  5  
**Effective:** Summer 2010  
**MODIFY:** Restrictions, learning goals, content, methods of instruction, methods of assessment, textbooks  
**Enrollment Restrictions:** Removing: (P) (CHEM 101 or CHEM 142 or CHEM 143) and Eligibility for MATH 101. Requesting: (P) MATH 90, (C) CHEM 101 or satisfactory prior completion.  
**Distance Education Status:** None  
**Materials Fee Status:** None  
**Articulation Status:** Transfers to CSU, UC  
**General Education Status:** Approved for MJC-GE: A, CSU-GE: B2,B3, IGETC: 5B  
**Rationale:** Periodic review  
**Course Impact:**  
1. ANAT 125  
2. AP 150  
3. BOT 101  
4. MICRO 101  
5. PHYSO 101  
6. ZOOL 101  
**Program Impact:**  
1. Athletic Training/Sports Medicine A.S. Degree

BIO 115  Genetics, Evolution, and Society  3  
**Effective:** Summer 2010  
**MODIFY:** Field trips, content, methods of assessment, textbooks  
**Enrollment Restrictions:** None  
**Distance Education Status:** None  
**Materials Fee Status:** None  
**Articulation Status:** Transfers to CSU, UC  
**General Education Status:** Approved for MJC-GE: A, CSU-GE: B2, IGETC: 5B  
**Rationale:** Periodic review  
**Program Impact:**  
Stand Alone

BOT 101  General Botany  4  
**Effective:** Summer 2010  
**MODIFY:** Articulation status, learning goals, content, methods of instruction, methods of assessment, textbooks  
**Enrollment Restrictions:** None  
**Distance Education Status:** None  
**Materials Fee Status:** None  
**Articulation Status:** Transfers to CSU, UC  
**General Education Status:** Approved for CSU-GE: B2,B3, IGETC: 5B. Requesting: MJC-GE: A.  
**Rationale:** Periodic review  
**Program Impact:**  
Stand Alone
CLDDV 101 Principles and Practices of Teaching Young Children 3

Effective: Summer 2010

MODIFY: Title, description, field trips, modalities, course goal, learning goals, content, typical assignments, methods of instruction, methods of assessment, textbooks

Enrollment Restrictions: None

Distance Education Status: Requesting: Hybrid, online, teleclass

Materials Fee Status: None

Articulation Status: Transfers to CSU

General Education Status: Not approved for GE

Rationale: Aligning with State’s Curriculum Alignment Project and infusing Early Intervention core competencies; new catalog description, objectives, and course content.

Course Impact:
1. CLDDV 121
2. CLDDV 122
3. CLDDV 123
4. CLDDV 128
5. CLDDV 154

Program Impact:
1. Associate Teacher Skills Recognition Award
2. Early Intervention Assistant 1 Certificate of Achievement
3. Early Intervention Assistant 2 Certificate of Achievement
4. Master Teacher Certificate of Achievement
5. Site Supervisor Certificate of Achievement
6. Teacher Certificate of Achievement
CLDDV 103  Child Growth and Development  3

Effective: Summer 2010

MODIFY: Description, modalities, restrictions, articulation status, course goal, learning goals, content, methods of instruction, methods of assessment, textbooks

Enrollment Restrictions: Requesting: (A) ENGL 50

Distance Education Status: Requesting: Hybrid, online, teleclass

Materials Fee Status: None

Articulation Status: Transfers to CSU, UC


Rationale: Aligning with State's Curriculum Alignment Project and infusing Early Intervention core competencies; new catalog description, objectives, and course content.

Course Impact:

1. CLDDV 121
2. CLDDV 122
3. CLDDV 123
4. CLDDV 125
5. CLDDV 126
6. CLDDV 128
7. CLDDV 150
8. CLDDV 151
9. CLDDV 154
10. CLDDV 160
11. CLDDV 167
12. CLDDV 262
13. CLDDV 291
14. CLDDV 292

Program Impact:

1. Associate Teacher Skills Recognition Award
2. Early Intervention Assistant 1 Certificate of Achievement
3. Early Intervention Assistant 2 Certificate of Achievement
4. MJC-GE Pattern A.A. Degree Major
5. Master Teacher Certificate of Achievement
6. Site Supervisor Certificate of Achievement
7. Teacher Certificate of Achievement
CLDDV 104  Child Growth and Development – Conception through Early Childhood  2

**Effective:** Summer 2010

**MODIFY:** Description, modalities, restrictions, articulation status, learning goals, content, methods of instruction, methods of assessment, textbooks

**Enrollment Restrictions:** Requesting: (A) ENGL 50

**Distance Education Status:** Requesting: Hybrid, online, teleclass

**Materials Fee Status:** None

**Articulation Status:** Transfers to CSU, UC

**General Education Status:** Approved for MJC-GE: E, CSU-GE: E. Requesting: MJC-GE: B.

**Rationale:** Aligning with State’s Curriculum Alignment Project and infusing Early Intervention core competencies; new catalog description, objectives, and course content.

**Course Impact:**
1. CLDDV 121
2. CLDDV 122
3. CLDDV 123
4. CLDDV 125
5. CLDDV 128
6. CLDDV 150
7. CLDDV 151
8. CLDDV 154
9. CLDDV 160
10. CLDDV 167
11. CLDDV 262
12. CLDDV 291
13. CLDDV 292

**Program Impact:**
1. Associate Teacher Skills Recognition Award
2. Early Intervention Assistant 1 Certificate of Achievement
3. Early Intervention Assistant 2 Certificate of Achievement
4. Master Teacher Certificate of Achievement
5. Site Supervisor Certificate of Achievement
6. Teacher Certificate of Achievement
CLDDV 105  Child Growth and Development – Late Childhood through Early Adolescence  2
Effective: Summer 2010
MODIFY: Description, modalities, articulation status, learning goals, content, typical assignments, methods of instruction, methods of assessment, textbooks
Enrollment Restrictions: Maintaining: (A) ENGL 50
Distance Education Status: Requesting: Hybrid, online, teleclass
Materials Fee Status: None
Articulation Status: Transfers to CSU, UC
Rationale: Aligning with State’s Curriculum Alignment Project and infusing Early Intervention core competencies; new catalog description, objectives, and course content.
Course Impact:
1. CLDDV 121
2. CLDDV 122
3. CLDDV 123
4. CLDDV 125
5. CLDDV 128
6. CLDDV 150
7. CLDDV 151
8. CLDDV 154
9. CLDDV 160
10. CLDDV 167
11. CLDDV 262
12. CLDDV 291
13. CLDDV 292
Program Impact:
1. Associate Teacher Skills Recognition Award
2. Early Intervention Assistant 1 Certificate of Achievement
3. Early Intervention Assistant 2 Certificate of Achievement
4. Master Teacher Certificate of Achievement
5. Site Supervisor Certificate of Achievement
6. Teacher Certificate of Achievement

CLDDV 107  Introduction to Curriculum  3
Effective: Summer 2010
MODIFY: Title, description, modalities, earning goals, content, methods of instruction, methods of assessment, textbooks
Enrollment Restrictions: Maintaining: (A) ENGL 50
Distance Education Status: Requesting: Hybrid, online, teleclass
Materials Fee Status: None
Articulation Status: Transfers to CSU
General Education Status: Not approved for GE.
Rationale: Aligning with State’s Curriculum Alignment Project and infusing Early Intervention core competencies; new catalog description, objectives, and course content.
Program Impact:
1. Associate Teacher Skills Recognition Award
2. Early Intervention Assistant 1 Certificate of Achievement
3. Early Intervention Assistant 2 Certificate of Achievement
4. Master Teacher Certificate of Achievement
5. Site Supervisor Certificate of Achievement
6. Teacher Certificate of Achievement
CLDDV 109  Child – Family – Community  3
Effective: Spring 2010 Expedited
(To facilitate workforce training demands.)
Rationale for imminent need: Distance education modality is being requested and an earlier effective
date will have no impact on catalog production or program. The instructor for this course completed the
Online Academy and is ready to teach the course online.
MODIFY: Modalities
Enrollment Restrictions: None
Distance Education Status: Requesting: Hybrid, online, teleclass
Materials Fee Status: None
Articulation Status: Transfers to CSU
General Education Status: Not approved for GE.
Rationale: Distance education modality is being requested for this course.
Program Impact:
1. Associate Teacher Skills Recognition Award
2. Early Intervention Assistant 1 Certificate of Achievement
3. Early Intervention Assistant 2 Certificate of Achievement
4. Master Teacher Certificate of Achievement
5. Site Supervisor Certificate of Achievement
6. Teacher Certificate of Achievement

CLDDV 109  Child – Family – Community  3
Effective: Summer 2010
MODIFY: Description, modalities, restrictions, learning goals, content, typical assignments, methods of
instruction, methods of assessment, textbooks
Enrollment Restrictions: Requesting: (A) ENGL 50
Distance Education Status: Requesting: Hybrid, online, teleclass
Materials Fee Status: None
Articulation Status: Transfers to CSU
General Education Status: Not approved for GE.
Rationale: Aligning with State’s Curriculum Alignment Project and infusing Early Intervention core
competencies; new catalog description, objectives, and course content.
Program Impact:
1. Associate Teacher Skills Recognition Award
2. Early Intervention Assistant 1 Certificate of Achievement
3. Early Intervention Assistant 2 Certificate of Achievement
4. Master Teacher Certificate of Achievement
5. Site Supervisor Certificate of Achievement
6. Teacher Certificate of Achievement
CLDDV 121  Guidance of Young Children 3
Effective: Summer 2010
MODIFY: Description, field trips, repetitions, modalities, restrictions, learning goals, content, typical assignments, methods of instruction, methods of assessment, textbooks
Enrollment Restrictions: Maintaining: (A) CLDDV 101 and (CLDDV 103 or (CLDDV 104 and CLDDV 105)). Requesting: (A) ENGL 50.
Distance Education Status: Requesting: Hybrid, online, teleclass
Materials Fee Status: None
Articulation Status: Transfers to CSU
General Education Status: Not approved for GE.
Rationale: Revision will update course and allow repetition along with infusing Early Intervention Core Competencies in the student learning goals and course content. Advances in neuroscience technology and the study of emotional and social development require an emphasis on positive interactions between adults and children.
In support of teachers, those who have completed this course may benefit from repeating it from time to time.
Program Impact:
1. Early Intervention Assistant 1 Certificate of Achievement
2. Early Intervention Assistant 2 Certificate of Achievement
3. Master Teacher Certificate of Achievement
4. Site Supervisor Certificate of Achievement
5. Teacher Certificate of Achievement

CLDDV 125  Infant and Toddler Development and Care 3
Effective: Summer 2010
MODIFY: Modalities, restrictions, learning goals, content, typical assignments, methods of instruction, methods of assessment
Enrollment Restrictions: Maintaining: (P) CLDDV 103 or (CLDDV 104 and CLDDV 105). Requesting: (A) ENGL 50.
Distance Education Status: Requesting: Hybrid, online, teleclass
Materials Fee Status: None
Articulation Status: Transfers to CSU
General Education Status: Not approved for GE.
Rationale: Aligning with State's Curriculum Alignment Project and infusing Early Intervention core competencies; some new objectives.
Course Impact:
1. CLDDV 127
Program Impact:
1. Early Intervention Assistant 1 Certificate of Achievement
2. Early Intervention Assistant 2 Certificate of Achievement
3. Master Teacher Certificate of Achievement
4. Site Supervisor Certificate of Achievement
5. Teacher Certificate of Achievement

CLDDV 163  Working with Children with Special Needs 3
Effective: Summer 2010
MODIFY: Modalities, restrictions, content, methods of instruction, methods of assessment, textbooks
Enrollment Restrictions: Requesting: (A) ENGL 50.
Distance Education Status: Requesting: Hybrid, online, teleclass
Materials Fee Status: None
Articulation Status: Transfers to CSU
General Education Status: Not approved for GE.
Rationale: Aligning with State's Curriculum Alignment Project and infusing Early Intervention core competencies; new catalog description, objectives, and course content.
Program Impact:
1. Early Intervention Assistant 2 Certificate of Achievement
CLDDV 167  Observation and Assessment 3  
**Effective:** Summer 2010  
**MODIFY:** Modalities, restrictions, learning goals, content, methods of instruction, methods of assessment  
**Enrollment Restrictions:** Maintaining: (A) ENGL 50, (P) CLDDV 103 or (CLDDV 104 and CLDDV 105). Removing: (P) or CLDDV 245.  
**Distance Education Status:** Requesting: Hybrid, online, teleclass  
**Materials Fee Status:** None  
**Articulation Status:** Transfers to CSU  
**General Education Status:** Not approved for GE.  
**Rationale:** Aligning with State's Curriculum Alignment Project and infusing Early Intervention core competencies; new catalog description, objectives, and course content.  
**Program Impact:** Stand Alone

CLDDV 262  Diversity in Educational Settings 3  
**Effective:** Summer 2010  
**MODIFY:** Description, modalities, restrictions, course goal, learning goals, methods of instruction, methods of assessment  
**Enrollment Restrictions:** Maintaining: (A) ENGL 50. Requesting: (A) and CLDDV 103 or (CLDDV 104 and CLDDV 105).  
**Distance Education Status:** Requesting: Hybrid, online, teleclass  
**Materials Fee Status:** None  
**Articulation Status:** Transfers to CSU  
**General Education Status:** Approved for MJC-GE: B, CSU-GE: D7.  
**Rationale:** Aligning with State's Curriculum Alignment Project and infusing Early Intervention core competencies; new catalog description, objectives, and course content.  
**Program Impact:** Stand Alone

CLDDV 266  Mentor Teacher Seminar ½  
**Effective:** Summer 2010  
**MODIFY:** Title, field trips, repetitions, restrictions, methods of instruction, methods of assessment  
**Enrollment Restrictions:** Requesting: (A) ENGL 50  
**Distance Education Status:** None  
**Materials Fee Status:** None  
**Articulation Status:** Transfers to CSU  
**General Education Status:** Not approved for GE.  
**Rationale:** Submitting child development program as a group. This course needs to go through periodic review, title change.  
**Program Impact:** Stand Alone

CLDDV 267  Director Seminar ½  
**Effective:** Summer 2010  
**MODIFY:** Units, field trips, repetitions, restrictions  
**Enrollment Restrictions:** Requesting: (A) ENGL 50  
**Distance Education Status:** None  
**Materials Fee Status:** None  
**Articulation Status:** Transfers to CSU  
**General Education Status:** Not approved for GE.  
**Rationale:** Periodic review and changing course from 1 unit to a half unit.  
**Program Impact:** Stand Alone
CMGPR 225  3D Graphics and Animation 3

Effective: Spring 2010 Expedited
(To comply with newly revised code or law)

Rationale for imminent need: Due to clarified guidelines regarding TBA lab hours from the California Community Colleges Chancellor’s Office, it is clear that our facilities are insufficient to accommodate our current enrollment. As suggested in these guidelines, we are adding online and hybrid modality options to all of our classes that utilize TBA lab hours. These standards must be applied by the Spring 2010 semester.

MODIFY: Modalities, materials fees, restrictions

Enrollment Restrictions: Requesting: (A) have a basic working knowledge of personal computers including: turning on and off a computer system correctly; starting programs, moving and resizing windows, the Start Menu, understanding how your computer is organized; manipulating a mouse, including selecting, double clicking, and dragging items; naming, saving, and deleting files; using portable flash memory and other common storage devices.

Distance Education Status: Requesting: Hybrid, online

Materials Fee Status: Removing fee of $10.00

Articulation Status: Transfers to CSU

General Education Status: Not approved for GE

Rationale: Periodic review

Course Impact:

1. CMPGR 226

Program Impact:

2. Word Processing Certificate of Achievement

CMGPR 226  3D Graphics and Animation 2  3

Effective: Spring 2010 Expedited
(To comply with newly revised code or law)

Rationale for imminent need: Due to clarified guidelines regarding TBA lab hours from the California Community Colleges Chancellor’s Office, it is clear that our facilities are insufficient to accommodate our current enrollment. As suggested in these guidelines, we are adding online and hybrid modality options to all of our classes that utilize TBA lab hours. These standards must be applied by the Spring 2010 semester.

MODIFY: Repetitions, modalities, typical assignments, methods of instruction, methods of assessment

Enrollment Restrictions: Maintaining: (A) CMPGR 225.

Distance Education Status: Requesting: Hybrid, online

Materials Fee Status: None

Articulation Status: Transfers to CSU

General Education Status: Not approved for GE

Rationale: Periodic review

Program Impact:

Stand Alone
CMPGR 235  Beginning Photoshop  3
Effective: Spring 2010 Expedited! (To comply with newly revised code or law)
Rationale for imminent need: Due to clarified guidelines regarding TBA lab hours from the California Community Colleges Chancellor's Office, It is clear that our facilities are insufficient to accommodate our current enrollment. As suggested in these guidelines, we are adding online and hybrid modality options to all of our classes that utilize TBA lab hours. These standards must be applied by the Spring 2010 semester.
MODIFY: Title, description, materials fees, restrictions, learning goals, content, methods of instruction, methods of assessment
Enrollment Restrictions: Removing: (A) a previous course in Computer Graphics. Requesting: (A) ART 102 / CMPGR 202.
Distance Education Status: Maintaining: Hybrid, online
Materials Fee Status: Removing fee of $10.00
Articulation Status: Transfers to CSU
General Education Status: Not approved for GE
Rationale: Periodic review
Course Impact:
  1. CMPGR 236
Program Impact:

CMPGR 236  Advanced Photoshop  3
Effective: Spring 2010 Expedited! (To comply with newly revised code or law)
Rationale for imminent need: Due to clarified guidelines regarding TBA lab hours from the California Community Colleges Chancellor's Office, It is clear that our facilities are insufficient to accommodate our current enrollment. As suggested in these guidelines, we are adding online and hybrid modality options to all of our classes that utilize TBA lab hours. These standards must be applied by the Spring 2010 semester.
MODIFY: Title, description, repetitions, modalities, materials fees, restrictions, methods of assessment
Enrollment Restrictions: Removing: (P) CMPGR 235. Requesting: (A) CMPGR 235.
Distance Education Status: Requesting: Hybrid, online
Materials Fee Status: Removing fee of $10.00
Articulation Status: Transfers to CSU
General Education Status: Not approved for GE
Rationale: Periodic review
Program Impact:
**CMPGR 252**  
*Desktop Publishing for Computer Graphics*  
**Effective:** Spring 2010  
**Expedited:** (To comply with newly revised code or law)  
**Rationale for imminent need:** Due to clarified guidelines regarding TBA lab hours from the California Community Colleges Chancellor’s Office, it is clear that our facilities are insufficient to accommodate our current enrollment. As suggested in these guidelines, we are adding online and hybrid modality options to all of our classes that utilize TBA lab hours. These standards must be applied by the Spring 2010 semester.

**MODIFY:** Modalities, restrictions, typical assignments  
**Enrollment Restrictions:** Removing: (A) CMPGR 202 or CMPSC 274 or CMPSC 231 or OFADM 231.  
Requesting: (A) CMPGR 202.  
**Distance Education Status:** Requesting: Hybrid, online  
**Materials Fee Status:** None  
**Articulation Status:** Transfers to CSU  
**General Education Status:** Not approved for GE  
**Rationale:** Add modalities

**Program Impact:**
1. Journalism A.A. Degree Major

**CMPSC 201**  
*General Computer Literacy*  
**Effective:** Summer 2010  
**MODIFY:** Typical assignments, methods of assessment, textbooks  
**Enrollment Restrictions:** None  
**Distance Education Status:** Maintaining: Hybrid, online  
**Materials Fee Status:** None  
**Articulation Status:** Transfers to CSU, UC  
**General Education Status:** Approved for MJC-GE: D2  
**Rationale:** Periodic Review

**Course Impact:**
1. CMPET 206  
2. CMPGR 264  
3. CMPGR 264  
4. CMPSC 202  
5. CMPSC 202  
6. CMPSC 263  
7. INTDS 220

**Program Impact:**
1. Accounting A.S. Degree  
2. Accounting A.A. Degree Major  
3. Accounting Certificate of Achievement  
4. Computer Applications Specialist Certificate of Achievement  
6. Computer Network Technician Certificate of Achievement  
7. Computer Science A.S. Degree  
8. Engineering Drafting Technology A.S. Degree  
9. Landscape Design Certificate of Achievement  
10. Marketing A.A. Degree Major  
11. Retail Management (WAFC) Certificate of Achievement
CMPSC 202  Business Information Systems  3
Effective: Summer 2010
MODIFY: Modalities, materials fees, learning goals, methods of assessment, textbooks
Enrollment Restrictions: Maintaining: (P) CMPSC 201 and BUSAD 201 or BUSAD 310
Distance Education Status: Maintaining: Hybrid, online
Materials Fee Status: None
Articulation Status: Transfers to CSU, UC
General Education Status: Not approved for GE
Rationale: Periodic Review
Program Impact:
1. Accounting A.S. Degree
2. Accounting Certificate of Achievement
3. Bookkeeping Certificate of Achievement
5. Computer Applications Specialist Certificate of Achievement
7. Computer Information Systems A.A. Degree Major
8. Computer Science A.S. Degree
9. International Business Certificate of Achievement
10. Retail Management (WAFC) Certificate of Achievement

CMPSC 203  Technical Computer Literacy  3
Effective: Summer 2010
MODIFY: Modalities, materials fees, content
Enrollment Restrictions: None
Distance Education Status: Requesting: Hybrid, online
Materials Fee Status: Removing fee of $2.50
Articulation Status: Transfers to CSU
General Education Status: Approved for MJC-GE: D2
Rationale: Periodic Review
Course Impact
1. CMPSC 275
Program Impact:
1. Computer Applications Specialist Certificate of Achievement
2. Computer Science A.S. Degree
CMPSC 204  Introduction to Programming  3
Effective: Summer 2010
MODIFY: Description, modalities, materials fees, learning goals, content
Enrollment Restrictions: Maintaining: (A) MATH 90.
Distance Education Status: Requesting: Hybrid, online
Materials Fee Status: Removing fee of $2.50
Articulation Status: Transfers to CSU, UC
General Education Status: Not approved for GE
Rationale: Periodic Review
Course Impact:
1. CMPSC 205
2. CMPSC 205
3. CMPSC 206
4. CMPSC 213
5. CMPSC 213
6. CMPSC 216
7. CMPSC 216
8. CMPSC 225
9. CMPSC 241
10. CMPSC 264
Program Impact:
1. Computer Electronics A.S. Degree
2. Computer Electronics A.A. Degree Major
3. Computer Programming Specialist Certificate of Achievement
4. Computer Science A.S. Degree

CMPSC 205  Problem Solving and Programming 1  4
Effective: Summer 2010
MODIFY: Units, description, modalities, materials fees, methods of instruction, methods of assessment, textbooks
Enrollment Restrictions: Maintaining: (P) CMPSC 204
Distance Education Status: Requesting: Hybrid, online
Materials Fee Status: Removing fee of $2.50
Articulation Status: Transfers to CSU, UC
General Education Status: Requesting MJC-GE: D2
Rationale: Periodic Review
Course Impact:
1. CMPSC 219
2. CMPSC 241
3. CMPSC 261
4. CMPSC 261
5. CMPSC 291
6. CMPSC 291
Program Impact:
1. Computer Electronics A.S. Degree
2. Computer Electronics A.A. Degree Major
3. Computer Programming Specialist Certificate of Achievement
4. Computer Science A.S. Degree
5. Computer Science A.A. Degree Major
6. Electronics Technology-Computer Electronics Certificate of Achievement
CMPSC 206  Intro to UNIX/Linux Syst & Programming  3
Effective: Summer 2010
MODIFY: Repetitions, modalities, materials fees, restrictions, methods of assessment, textbooks
Enrollment Restrictions: Removing: (P) CMPSC 204
Distance Education Status: Requesting: Hybrid, online
Materials Fee Status: Removing fee of $2.50
Articulation Status: Transfers to CSU, UC
General Education Status: Not approved for GE
Rationale: Periodic Review
Course Impact:
  1. CMPSC 281
  2. CMPSC 289
Program Impact:
  1. Computer Network Administration Certificate of Achievement
  2. Computer Network Technician Certificate of Achievement
  3. Computer Programming Specialist Certificate of Achievement
  4. Computer Science A.S. Degree

CMPSC 213  Programming with Visual Basic  3
Effective: Summer 2010
MODIFY: Modalities, materials fees, learning goals, methods of assessment
Enrollment Restrictions: Maintaining: (P) CMPSC 204
Distance Education Status: Requesting: Hybrid, online
Materials Fee Status: Removing fee of $2.50
Articulation Status: Transfers to CSU, UC
General Education Status: Not approved for GE
Rationale: Periodic Review
Course Impact:
  1. CMPSC 214
  2. CMPSC 214
Program Impact:
  1. Computer Electronics A.S. Degree
  2. Computer Electronics A.A. Degree Major
  3. Computer Programming Specialist Certificate of Achievement
  4. Computer Science A.S. Degree
  5. Computer Science A.A. Degree Major
  6. Electronics Technology-Computer Electronics Certificate of Achievement

CMPSC 214  Advanced Visual Basic  3
Effective: Summer 2010
MODIFY: Modalities, learning goals, methods of instruction, methods of assessment, textbooks
Enrollment Restrictions: Maintaining: (P) CMPSC 213
Distance Education Status: Requesting: Hybrid, online
Materials Fee Status: None
Articulation Status: Transfers to CSU, UC
General Education Status: Not approved for GE
Rationale: Periodic Review
Program Impact:
  1. Computer Programming Specialist Certificate of Achievement
  2. Computer Science A.S. Degree
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<td>CMPSC 216</td>
<td>Script Programming for the Web</td>
<td>3</td>
<td>Summer 2010</td>
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<td>Materials Fee Status: Removing fee of $2.50</td>
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<td>Rationale: Periodic Review</td>
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<td>1. Computer Programming Specialist Certificate of Achievement</td>
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<td>2. Computer Science A.S. Degree</td>
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<td>CMPSC 220</td>
<td>Database Server Administration</td>
<td>3</td>
<td>Summer 2010</td>
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<td>Enrollment Restrictions: Removing: (P) CMPSC 274. Requesting: (A) Before enrolling in this course, students enrolled in this course should have prior experience working with computer server systems or first complete CMPSC264 - Windows Server OS course.</td>
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<td>CMPSC 225</td>
<td>Database Programming with SQL</td>
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<td>Program Impact:</td>
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<td>1. Computer Applications Specialist Certificate of Achievement</td>
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<td>2. Computer Science A.S. Degree</td>
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CMPS 241  Assembly Language Programming  4
Effective: Summer 2010
MODIFY: Units, modalities, materials fees, restrictions, typical assignments, methods of instruction, methods of assessment, textbooks
Enrollment Restrictions: Removing: (P) CMPSC 204. Requesting: (P) CMPSC 205.
Distance Education Status: Requesting: Hybrid, online
Materials Fee Status: Removing fee of $2.50
Articulation Status: Transfers to CSU, UC
General Education Status: Approved for MJC-GE: D2
Rationale: Periodic Review
Program Impact:
1. Computer Electronics A.S. Degree
2. Computer Electronics A.A. Degree Major
3. Computer Electronics A.A. Degree Major
4. Computer Science A.S. Degree
5. Computer Science A.A. Degree Major
6. Electronics Technology-Computer Electronics Certificate of Achievement

CMPS 261  Problem Solving & Programming 2  4
Effective: Summer 2010
MODIFY: Units, description, modalities, materials fees, restrictions (wording), typical assignments, methods of instruction, methods of assessment, textbooks
Enrollment Restrictions: Maintaining: (P) CMPSC 205.
Distance Education Status: Requesting: Hybrid, online
Materials Fee Status: Removing fee of $2.50
Articulation Status: Transfers to CSU, UC
General Education Status: Approved for MJC-GE: D2
Rationale: Periodic Review
Program Impact:
1. Computer Programming Specialist Certificate of Achievement
2. Computer Science A.S. Degree
3. Computer Science A.A. Degree Major
CMPSC 263  Networking Essentials  4
Effective: Summer 2010
MODIFY: Units, description, modalities, restrictions, learning goals, typical assignments, methods of instruction, methods of assessment, textbooks
Enrollment Restrictions: Removing: (P) any introductory computer class. Requesting: (P) CMPSC 201.
Distance Education Status: Requesting: Hybrid, online
Materials Fee Status: Maintaining fee of $2.50
Articulation Status: Transfers to CSU
General Education Status: Not approved for GE
Rationale: Periodic Review
Course Impact:
  1. CMPET 269
  2. CMPSC 264
  3. CMPSC 264
  4. CMPSC 269
  5. CMPSC 269
Program Impact:
  1. Computer Electronics A.S. Degree
  2. Computer Electronics A.A. Degree Major
  3. Computer Network Technician Certificate of Achievement
  4. Computer Science A.S. Degree
  5. Electronics Technology-Computer Electronics Certificate of Achievement

CMPSC 264  Windows Server OS  3
Effective: Summer 2010
MODIFY: Modalities, materials fees, restrictions, learning goals, methods of assessment
Enrollment Restrictions: Removing: (P) CMPSC 204. Maintaining: (P) CMPSC 263.
Distance Education Status: Requesting: Hybrid, online
Materials Fee Status: Removing fee of $2.50
Articulation Status: Transfers to CSU
General Education Status: Requesting MJC-GE: D2
Rationale: Industry demands
Course Impact:
  1. CMPSC 216
  2. CMPSC 281
  3. CMPSC 281
  4. CMPSC 289
Program Impact:
  1. Computer Applications Specialist Certificate of Achievement
  2. Computer Electronics A.A. Degree Major
  3. Computer Electronics A.S. Degree
  4. Computer Network Administration Certificate of Achievement
  5. Computer Science A.S. Degree
  6. Electronics Technology-Computer Electronics Certificate of Achievement
CMPSC 275  Database Management Systems/Microcomputer  3
Effective: Summer 2010
MODIFY: Description, field trips, modalities, restrictions, articulation status, methods of assessment, textbooks
Enrollment Restrictions: Requesting: (P) CMPSC 203.
Distance Education Status: Requesting: Hybrid, online
Materials Fee Status: None
Articulation Status: Transfers to CSU
General Education Status: Requesting: MJC-GE: D2
Rationale: Periodic Review
Course Impact:
  1. CMPSC 220
  2. CMPSC 225
  3. CMPSC 225
  4. CMPSC 276
  5. CMPSC 276
Program Impact:
  1. Computer Applications Specialist Certificate of Achievement
  2. Computer Information Systems A.A. Degree Major
  3. Computer Science A.S. Degree

CMPSC 276  Web Database Development  3
Effective: Summer 2010
MODIFY: Title, description, field trips, repetitions, modalities, materials fees, learning goals, content, methods of assessment, textbooks
Enrollment Restrictions: Maintaining: (P) CMPSC 275, CMPSC 225, or CMPSC 220.
Distance Education Status: Requesting: Hybrid, online
Materials Fee Status: Removing fee of $2.50
Articulation Status: Transfers to CSU
General Education Status: Requesting: MJC-GE: D2
Rationale: Industry demands
Program Impact:
  1. Computer Applications Specialist Certificate of Achievement
  2. Computer Electronics A.S. Degree
  3. Computer Electronics A.A. Degree Major
  4. Computer Science A.S. Degree
  5. Electronics Technology-Computer Electronics Certificate of Achievement

CMPSC 281  Advanced Networking & Security  3
Effective: Summer 2010
MODIFY: Modalities, materials fees, restrictions, methods of instruction, methods of assessment, textbooks
Enrollment Restrictions: Removing: (P) CMPSC 206. Maintaining: (P) CMPSC 264
Distance Education Status: Requesting: Hybrid, online
Materials Fee Status: Removing fee of $2.50
Articulation Status: Transfers to CSU
General Education Status: Not approved for GE.
Rationale: Periodic Review
Program Impact:
  1. Computer Network Administration Certificate of Achievement
  2. Computer Science A.S. Degree
CMPSC 289  Directory Services 3
Effective: Summer 2010
MODIFY: Modalities, materials fees, restrictions, learning goals, methods of instruction, methods of assessment, textbooks
Enrollment Restrictions: Removing: (P) CMPSC 206. Maintaining: (P) CMPSC 264
Distance Education Status: Requesting: Hybrid, online
Materials Fee Status: Removing fee of $2.50
Articulation Status: Transfers to CSU
General Education Status: Not approved for GE.
Rationale: Industry demands
Program Impact:
1. Computer Network Administration Certificate of Achievement
2. Computer Science A.S. Degree

CMPSC 291  Windows Programming with Visual Studio 4
Effective: Summer 2010
MODIFY: Units, description, modalities, materials fees, restrictions (wording), articulation status, learning goals, content, typical assignments, methods of instruction, methods of assessment, textbooks
Enrollment Restrictions: Maintaining: (P) CMPSC 205.
Distance Education Status: Requesting: Hybrid, online
Materials Fee Status: Removing fee of $2.50
Articulation Status: Transfers to CSU, UC
General Education Status: Requesting: MJC-GE: D2
Rationale: Periodic Review
Program Impact:
1. Computer Programming Specialist Certificate of Achievement
2. Computer Science A.A. Degree

CMPSC 294  Computer Science Final Project 3
Effective: Summer 2010
MODIFY: Modalities, restrictions, methods of instruction, textbooks
Enrollment Restrictions: Removing: (A) Completion of at least 18 units of required courses leading to the Associate Degree in Computer Science. Requesting: (L) The Final Project class is designed to bring technical education students together from the three computer science options: Information System, Networking, and Programming. The students are required to bring the skills of their individual specializations, based on their 18 hours of coursework, together to form teams and solve a collaborative real-world IT industry level of problem application. The absence of the cumulative experience of the area specialization would leave the student unprepared to meet their team member role obligation. Our Computer Science technical advisory board from industry has approved of this finishing course, and students that have completed this course indicate that they tied together many "loose ends" of the curriculum by completing this course.
Distance Education Status: Requesting: Hybrid
Materials Fee Status: None
Articulation Status: Transfers to CSU
General Education Status: Not approved for GE.
Rationale: Periodic Review
Program Impact:
1. Computer Science A.A. Degree
ENGR 100  Intro to Engineering & Architecture  1  
ARCH 100  Effective: Summer 2010  
MODIFY: Description, field trips, course goal, learning goals, content, typical assignments, methods of instruction, methods of assessment, textbooks  
Enrollment Restrictions: None  
Distance Education Status: None  
Materials Fee Status: None  
Articulation Status: Transfers to CSU, UC  
General Education Status: Not approved for GE.  
Rationale: (Unspecified)  
Program Impact:  
1. Construction Management A.S. Degree  
2. Engineering A.S. Degree  
3. Engineering Drafting Technology A.S. Degree  
4. Engineering Technology A.S. Degree  

ENGTC 210  Intro to Computer Assisted Drafting  1  
Effective: Summer 2010  
MODIFY: Field trips, repetitions, materials fees, learning goals, content, methods of instruction, methods of assessment  
Enrollment Restrictions: None  
Distance Education Status: None  
Materials Fee Status: Removing fee of $5.00.  
Articulation Status: Transfers to CSU  
General Education Status: Not approved for GE.  
Rationale: Remove materials fee. Misc. modifications.  
Course Impact:  
1. ENGTC 211  
Program Impact:  
1. Architectural Drafting Technology A.S. Degree  
2. Architecture/Architectural Engineering A.S. Degree *A.A. Degree Minor Revision*  
3. Architecture/Architectural Engineering A.S. Degree  
4. City & Regional Planning A.S. Degree  
6. Landscape Architecture A.S. Degree  
7. Landscape Design Certificate of Achievement
ENGTC 211  Intermediate Computer Assisted Drafting  1

Effective: Summer 2010

MODIFY: Title, description, field trips, repetitions, materials fees, learning goals, content, methods of instruction, methods of assessment

Enrollment Restrictions: Maintaining: (P) ENGTC 210

Distance Education Status: None

Materials Fee Status: Removing fee of $5.00.

Articulation Status: Transfers to CSU

General Education Status: Not approved for GE.

Rationale: Periodic review

Course Impact:
1. ENGTC 212

Program Impact:
1. Architectural Drafting Technology A.S. Degree
2. Architecture/Architectural Engineering A.S. Degree *A.A. Degree Minor Revision*
3. Architecture/Architectural Engineering A.S. Degree
4. City & Regional Planning A.S. Degree
5. Landscape Architecture A.S. Degree

ENGTC 215  Introduction to Solid Modeling  1

Effective: Summer 2010

MODIFY: Description, field trips, restrictions, learning goals, content, methods of instruction, methods of assessment, textbooks

Enrollment Restrictions: Removing: (A) Previous CAD or drafting experience

Distance Education Status: None

Materials Fee Status: Removing fee of $5.00.

Articulation Status: Transfers to CSU

General Education Status: Not approved for GE.

Rationale: Periodic review

Program Impact:
Stand Alone

ESL 23  English Speaking and Listening  1

Effective: Summer 2010

MODIFY: Title, description, restrictions, learning goals, content, methods of instruction, methods of assessment, textbooks

Enrollment Restrictions: Removing: (A) Placement in ESL 20 or higher and concurrent enrollment in ESL 20 or ESL 30. Requesting: (A) Use English grammar and tenses at the elementary level. Read simplified texts demonstrating knowledge of elementary vocabulary and follow basic oral and written instructions without the need of a translator.

Distance Education Status: None

Materials Fee Status: None

Articulation Status: Does not transfer

General Education Status: Not approved for GE.

Rationale: Periodic review

Program Impact:
Stand Alone
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<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Effective Date</th>
<th>Course Status</th>
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<td>English Speaking and Listening 3</td>
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<td><strong>Enrollment Restrictions:</strong> Removing: (A) Placement in ESL 40 or higher and concurrent enrollment in ESL 40 or ESL 45. Requesting: (P) ESL 33.</td>
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<td><strong>Rationale:</strong> Periodic review</td>
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<td><strong>Rationale:</strong> Periodic review to maintain compliance, plus prefix change as approved by curriculum committee on 03/09/09.</td>
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<td>Library Research on the Internet</td>
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<td>Summer 2010</td>
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<td><strong>Program Impact:</strong> Stand Alone</td>
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<td>(1. Print Journalism Skills Recognition Award)</td>
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MICRO 101  Microbiology  4
Effective: Summer 2010
MODIFY: Description, restrictions, content, methods of assessment
Enrollment Restrictions: Removing: (P) (BIO 111 or BIO 101 or AP Score of 4 or 5 on Biology Exam) and (CHEM 143 or AP Score of 4 or 5 on Chemistry Exam). Requesting: (P) (BIO 101 or BIO 111 or BIO 116) and CHEM 143.
Distance Education Status: None
Materials Fee Status: None
Articulation Status: Transfers to CSU, UC
General Education Status: Approved for MJC-GE: A, CSU-GE: B2,B3, IGETC: 5B
Rationale: We are changing our prerequisites within the nursing prep program to be more consistent across courses.
This proposal is only to change the prerequisite, not a substantive change to the course.
Add BIO 116 as a prerequisite. BIO 116 is directed primarily to pre-allied health majors and would be excellent for physiology.
Course Impact:
1. RSCR 222
Program Impact:
1. Agriculture Laboratory Technician A.S. Degree
2. Agriculture Laboratory Technician Certificate of Achievement
3. Food Processing A.S. Degree
4. Food Processing Certificate of Achievement
5. Nursing A.S. Degree
6. Nursing: Associate Degree Nursing A.S. Degree
7. Nursing: LVN to ADN Upgrade A.S. Degree
8. Respiratory Care A.S. Degree

MUSA 135  Elementary Harpsichord  1
Effective: Summer 2010
MODIFY: Field trips, course goal, learning goals, typical assignments, methods of instruction, methods of assessment
Enrollment Restrictions: Maintaining: (P) MUSA 121
Distance Education Status: Not approved for Distance Education
Materials Fee Status: None
Articulation Status: Transfers to CSU, UC.
General Education Status: Approved for MJC Activities.
Rationale: Periodic review
Program Impact:
Stand-Alone
NURSE 262  Nursing Process: Skills  ½  
**Effective:** Fall 2009 *Expedited*  (To ensure student progression within program)  
**Rationale for imminent need:** to facilitate continued training for current and new students in the field of nursing  
**MODIFY:** Materials fees, content, methods of instruction, methods of assessment  
**Enrollment Restrictions:** Maintaining: (A) NURSE 260 & NURSE 261, (P) NURSK 800, (L) Program capacity.  
**Distance Education Status:** Not approved for Distance Education  
**Materials Fee Status:** Modifying fee: $115.00  
**Articulation Status:** Transfers to CSU.  
**General Education Status:** Not approved for GE.  
**Rationale:** Periodic review  
**Course Impact:**  
1. NURSE 263  
2. NURSE 264  
3. NURSE 265  
4. NURSE 266  
5. NURSK 800  
6. NURWE 361  
7. NURWE 362  
**Program Impact:**  
1. Associate Degree Nursing Program Curriculum (for RN) A.S. Degree  

NURSE 263  Nursing Process: Maternity  4  
**Effective:** Summer 2010  
**MODIFY:** Field trips, modalities, restrictions, course goal, learning goals, methods of assessment, textbooks  
**Enrollment Restrictions:** Removing: (P) NURSE 260 & NURSE 261. Maintaining: (C) NURSK 800, (L) Program capacity. Requesting: (P) NURSE 262  
**Distance Education Status:** Requesting: Teleclass  
**Materials Fee Status:** None  
**Articulation Status:** Transfers to CSU.  
**General Education Status:** Not approved for GE.  
**Rationale:** Periodic review  
**Course Impact:**  
1. NURSE 266  
2. NURSK 800  
3. NURWE 361  
4. NURWE 362  
**Program Impact:**  
1. Associate Degree Nursing Program Curriculum (for RN) A.S. Degree
NURSE 265  Nursing Process: Medical-Surgical 6
Effective: Summer 2010
MODIFY: Modalities, restrictions, course goal, learning goals, content, methods of instruction, methods of assessment, textbooks
Enrollment Restrictions: Maintaining: (P) NURSE 262, NURSE 263, & NURSE 264, (C) NURSK 800, (L) Program capacity. Requesting: (P) and NURSE 260 and NURSE 261.
Distance Education Status: Requesting: Teleclass
Materials Fee Status: Maintaining: $80.00
Articulation Status: Transfers to CSU.
General Education Status: Not approved for GE.
Rationale: Periodic review
Course Impact:
1. NURSE 266
2. NURSE 267
3. NURSK 800
4. NURWE 361
5. NURWE 362
Program Impact:
1. Associate Degree Nursing Program Curriculum (for RN) A.S. Degree
2. Nursing: LVN to ADN Upgrade A.S. Degree

NURSE 267  Nursing Process: Adv. Medical-Surgical 11
Effective: Spring 2010 Expedited! (To avoid loss of program accreditation)
Rationale for imminent need: Increased hours in preceptorship added to course.
MODIFY: Hours, modalities
Enrollment Restrictions: Maintaining: (P) NURSE 265 & NURSE 266, (C) NURSK 800, (L) Program capacity.
Distance Education Status: Requesting: Teleclass
Materials Fee Status: Maintaining: $80.00
Articulation Status: Transfers to CSU.
General Education Status: Not approved for GE.
Rationale: Periodic review
Course Impact:
1. NURSK 800
2. NURWE 361
3. NURWE 362
Program Impact:
1. Associate Degree Nursing Program Curriculum (for RN) A.S. Degree
2. Nursing: LVN to ADN Upgrade A.S. Degree
<table>
<thead>
<tr>
<th>Course</th>
<th>Course Title</th>
<th>Effectiveness</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSK 800</td>
<td>Nursing Skills Development</td>
<td>Summer 2010</td>
<td>MODIFY: Restrictions, learning goals, content, typical assignments, methods of instruction, methods of assessment</td>
</tr>
<tr>
<td></td>
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<td></td>
<td>Enrollment Restrictions: Maintaining: (C) NURSE 40, NURSE 259, NURSE 261, NURSE 262, NURSE 263, NURSE 264, NURSE 265, NURSE 266, or NURSE 267. Requesting: (C) or NURSE 350, NURSE 351, or NURSE 352.</td>
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<td>Distance Education Status: None</td>
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<td>Materials Fee Status: None</td>
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<td>Articulation Status: Does not transfer.</td>
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<td>General Education Status: Not approved for GE.</td>
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<td>Rationale: Periodic review</td>
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<td>1. NURSE 260</td>
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<td>Program Impact:</td>
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<td>Stand Alone</td>
</tr>
<tr>
<td>NURWE 361</td>
<td>Work Experience - Nursing</td>
<td>Summer 2009 Expedited</td>
<td>(To ensure student progression w/in program)</td>
</tr>
<tr>
<td></td>
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<td></td>
<td>Rationale for imminent need: to facilitate continued training for current and new students in the field of nursing.</td>
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<td>MODIFY: Hours, repetitions, restrictions, content, typical assignments, methods of instruction, textbooks</td>
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<td>Enrollment Restrictions: Removing: (L) Enrolled in a minimum of 7 units and employable as a Nurse Assistant. Maintaining: (C) NURSE 262, NURSE 263, NURSE 264, NURSE 265, NURSE 266, or NURSE 267. Requesting: (P) NURSE 260 or NURSE 261, (C) or NURSE 299</td>
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<td>Materials Fee Status: None</td>
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<td>Articulation Status: Does not transfer.</td>
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<td>General Education Status: Not approved for GE.</td>
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<td>Rationale: Periodic review</td>
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<td>Program Impact:</td>
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<td>Stand Alone</td>
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<tr>
<td>NURWE 362</td>
<td>Work Experience - Nursing</td>
<td>Summer 2009 Expedited</td>
<td>(To ensure student progression w/in program)</td>
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<td>Rationale for imminent need: to facilitate continued training for current and new students in the field of nursing.</td>
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<td>MODIFY: Hours, repetitions, restrictions, course goal, typical assignments, methods of instruction, methods of assessment, textbooks</td>
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<td>Enrollment Restrictions: Removing: (L) Enrolled in a minimum of 7 units and employable as a Nurse Assistant. Maintaining: (C) NURSE 262, NURSE 263, NURSE 264, NURSE 265, NURSE 266, or NURSE 267. Requesting: (P) NURSE 260 or NURSE 261, (C) or NURSE 299</td>
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<td>Articulation Status: Does not transfer.</td>
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<td>General Education Status: Not approved for GE.</td>
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<td></td>
<td>Rationale: Periodic review</td>
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<td>Stand Alone</td>
</tr>
</tbody>
</table>
PEVM 130  Men's Varsity Tennis  
**Effective:** Summer 2010  
**MODIFY:** Course goal, learning goals, methods of instruction, methods of assessment  
**Enrollment Restrictions:** None  
**Distance Education Status:** None  
**Materials Fee Status:** None  
**Articulation Status:** Transfers to CSU, UC  
**General Education Status:** Approved for MJC Activities.  
**Rationale:** Periodic Review  
**Program Impact:**  
1. Physical Education A.A. Degree Major

PHYSO 101  Introductory Human Physiology  
**Effective:** Summer 2010  
**MODIFY:** Restrictions, course goal, learning goals, content  
**Enrollment Restrictions:** Removing: (P) ANAT 125. Maintaining: (P) CHEM 143 and (BIO 101 or BIO 111). Requesting (P) (or BIO 116)  
**Distance Education Status:** None  
**Materials Fee Status:** None  
**Articulation Status:** Transfers to CSU, UC  
**General Education Status:** Approved for MJC-GE: A, CSU-GE: B2,B3, IGETC: 5B  
**Rationale:** Add BIO 116 as a prerequisite. BIO 116 is directed primarily to pre-allied health majors and would be excellent for physiology.  
**Program Impact:**  
1. Athletic Training/Sports Medicine A.S. Degree  
2. Nursing: Associate Degree Nursing A.S. Degree  
3. Nursing: LVN to ADN Upgrade A.S. Degree

PSYCH 105  Abnormal Psychology  
**Effective:** Summer 2010  
**MODIFY:** Restrictions, learning goals, methods of assessment  
**Enrollment Restrictions:** Maintaining: (A) PSYCH 101. Requesting (A) and be familiar with the theories of personality, experimental design, introductory information on diagnostic categories, diagnosis and treatment of mental illnesses.  
**Distance Education Status:** None  
**Materials Fee Status:** None  
**Articulation Status:** Transfers to CSU, UC  
**General Education Status:** Approved for MJC-GE: B, CSU-GE: D9, IGETC: 4I  
**Rationale:** Add BIO 116 as a prerequisite. BIO 116 is directed primarily to pre-allied health majors and would be excellent for physiology.  
**Program Impact:**  
Stand Alone
READ 82  College Reading - Comprehension 3
Effective: Summer 2010
MODIFY: Restrictions, content, typical assignments, methods of instruction, methods of assessment
Enrollment Restrictions: Removing: (A) score a minimum of 10th percentile on the reading assessment or READ 40 with a C or better.
Distance Education Status: None
Materials Fee Status: None
Articulation Status: Does not transfer.
General Education Status: Not approved for GE.
Rationale: Periodic Review
Course Impact:
1. INTDS 180
2. INTDS 220
3. INTDS 235
4. INTDS 245
5. READ 184
6. READ 184
7. STSK 78
8. STSK 78
Program Impact:
Stand Alone

Adoptions

BIO 114  General Ecology 4
Effective: Summer 2010
REACTIVATE
Enrollment Restrictions: Requesting: (A) ENGL 50
Distance Education Status: None
Materials Fee Status: None
Articulation Status: Transfers to CSU. Requesting transfer to UC.
Rationale: We are reactivating this course because we have new staff able to teach the course and we want to provide additional options for non-majors and non-nursing students.
Program Impact:
Stand Alone

BIO 116  Biology: A Human Perspective 4
Effective: Summer 2010
ADOPT
Enrollment Restrictions: Requesting: (A) ENGL 50 & MATH 70
Distance Education Status: Requesting: Hybrid
Materials Fee Status: None
Articulation Status: Transfers to CSU. Requesting transfer to UC.
General Education Status: Requesting: CSU-GE: B2,B3, IGETC: 5B.
Rationale: This course in human biology is designed to present an overview of anatomy, physiology, biology, and microbiology to students that are considering careers in the allied health field. It will serve as a prerequisite to more specialized courses in anatomy, physiology and microbiology.
Course Impact:
1. ANAT 125 *Launched*
2. AP 150 *Launched*
3. MICRO 101 *Launched*
4. PHYSO 101
Program Impact:
Stand Alone
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Effective</th>
<th>ADOPT</th>
<th>Enrollment Restrictions</th>
<th>Distance Education Status</th>
<th>Distance Education Status</th>
<th>Materials Fee Status</th>
<th>Articulation Status</th>
<th>General Education Status</th>
<th>Rationale</th>
<th>Program Impact</th>
</tr>
</thead>
<tbody>
<tr>
<td>CLDDV 111</td>
<td>Health, Safety, and Nutrition</td>
<td>4</td>
<td>Summer 2010</td>
<td>Adopt</td>
<td>Requesting: (A) ENGL 50</td>
<td>Requesting: Hybrid, online, teleclass</td>
<td>None</td>
<td>None</td>
<td>Transfers to CSU.</td>
<td>Requesting: MJC-GE: E.</td>
<td>Developing new course to align with State's Curriculum Alignment Project and infusing Early Intervention core competencies.</td>
<td>Stand Alone</td>
</tr>
<tr>
<td>ESL 33</td>
<td>English Speaking and Listening 2</td>
<td>5</td>
<td>Summer 2010</td>
<td>Adopt</td>
<td>Requesting: (P) ESL 23</td>
<td>None</td>
<td>None</td>
<td>None</td>
<td>Does not transfer.</td>
<td>Not approved for GE.</td>
<td>(Unspecified)</td>
<td>Stand Alone</td>
</tr>
<tr>
<td>CMPSC 210</td>
<td>Unix/Linux Administration</td>
<td>3</td>
<td>Summer 2010</td>
<td>Adopt</td>
<td>Requesting: (P) CMPSC 206</td>
<td>Requesting: Hybrid, online</td>
<td>None</td>
<td>None</td>
<td>Transfers to CSU. Requesting transfer to UC.</td>
<td>Not approved for GE.</td>
<td>To create a yearlong unix/linux program to allow our students to be prepared to enter the workforce.</td>
<td>Stand Alone</td>
</tr>
<tr>
<td>CMPSC 219</td>
<td>Discrete Structures for Computer Science</td>
<td>1</td>
<td>Summer 2010</td>
<td>Adopt</td>
<td>Requesting: (P) CMPSC 205 &amp; MATH 121</td>
<td>Requesting: Hybrid, online</td>
<td>None</td>
<td>None</td>
<td>Transfers to CSU. Requesting transfer to UC.</td>
<td>Requesting: MJC-GE: D2, CSU-GE: B4, IGETC:2.</td>
<td>Discrete Structures is an important aspect of Computer Science programs. Four-year institutions are now requiring discrete structures at the lower-division level and is now part of the core courses of the Computer Science Curriculum.</td>
<td>Stand Alone</td>
</tr>
</tbody>
</table>
THETR 156  Rehearsal and Performance in Comedy  
Effective: Summer 2010  
ADOPT  
Enrollment Restrictions: Requesting: (L) Each student must demonstrate the potential ability to work as an ensemble member, ability to memorize lines and a commitment to the artistic process of creating a live theatre production. Enrollment in the class is inherently limited by the number of roles listed in the play script's cast of characters. An audition process is used to determine the casting of the play's character parts.  
Distance Education Status: None  
Materials Fee Status: None  
Articulation Status: Transfers to CSU. Requesting: transfer to UC.  
General Education Status: Requesting: MJC Activities  
Rationale: This course will provide the student with an opportunity to develop and apply acting skills for comedic works. The department is developing new curriculum in order to align course content with the actual classroom experience.  
Program Impact:  
1. Theatre A.A. Degree Major (as proposed at this meeting)

THETR 157  Rehearsal and Performance in Drama  
Effective: Summer 2010  
ADOPT  
Enrollment Restrictions: Requesting: (L) Each student must demonstrate the potential ability to work as an ensemble member, ability to memorize lines and a commitment to the artistic process of creating a live theatre production. Enrollment in the class is inherently limited by the number of roles listed in the play script's cast of characters. An audition process is used to determine the casting of the play's character parts.  
Distance Education Status: None  
Materials Fee Status: None  
Articulation Status: Transfers to CSU. Requesting: transfer to UC.  
General Education Status: Requesting: MJC Activities  
Rationale: This course will provide the student with an opportunity to develop and apply acting skills for modern dramatic works. The department is developing new curriculum in order to align course content with the actual classroom experience.  
Program Impact:  
1. Theatre A.A. Degree Major (as proposed at this meeting)

THETR 158  Rehearsal and Performance in Classical Theatre  
Effective: Summer 2010  
ADOPT  
Enrollment Restrictions: Requesting: (L) Each student must demonstrate the potential ability to work as an ensemble member, ability to memorize lines and a commitment to the artistic process of creating a live theatre production. Enrollment in the class is inherently limited by the number of roles listed in the play script's cast of characters. An audition process is used to determine the casting of the play's character parts.  
Distance Education Status: None  
Materials Fee Status: None  
Articulation Status: Transfers to CSU. Requesting: transfer to UC.  
General Education Status: Requesting: MJC Activities  
Rationale: This course will provide the student with an opportunity to develop and apply acting skills for the classical play (Shakespeare, Greek and Roman, Chekhov, etc.). The department is developing new curriculum in order to align course content with the actual classroom experience.  
Program Impact:  
1. Theatre A.A. Degree Major (as proposed at this meeting)
THETR 159  Rehearsal and Performance in Comedy  2
Effective: Summer 2010
ADOPT
Enrollment Restrictions: Requesting: (L) Each student must demonstrate the potential ability to work as an ensemble member, ability to memorize lines and a commitment to the artistic process of creating a live musical theatre production. Enrollment in the class is inherently limited by the number of roles listed in the libretto's cast of characters. An audition process is used to determine the casting of the libretto's character parts.
Distance Education Status: None
Materials Fee Status: None
Articulation Status: Transfers to CSU. Requesting: transfer to UC.
General Education Status: Requesting: MJC Activities
Rationale: This course will provide the student with an opportunity to develop and apply acting and performance skills for the musical play. The department is developing new curriculum in order to align course content with the actual classroom experience.
Program Impact:
1. Theatre A.A. Degree Major (as proposed at this meeting)

VI. PROGRAMS

Chancellor's Office Approvals/Denials/Updates
NONE

Program Changes that do not require Chancellor's Office Notification/Application

(SR) CONSTRUCTION - CARPENTRY  15  29
Effective: Summer 2010
MODIFY: Required Courses
Removing: WKEX 352 from Required Courses
Adding:  VOCWE 349ABCD to Required Courses

(AA) JOURNALISM  22  30
Effective: Summer 2010
MODIFY: Required courses, elective courses
Removing: ENGL 178 from Required Courses
Adding:  FILM 154 to Required Courses
ART/JRNAL 179 to Required Courses
CGR 224 to Elective Courses
FILM 155 to Elective Courses

(AA) MARKETING  20  31
Effective: Summer 2010
MODIFY: Required Courses
Removing: BUSAD 259 from Required Courses
Adding:  BUSAD 240 to Required Courses
Effective: Summer 2010

MODIFY: Elective Courses, program structure
Removing: THETR 192 from Elective Courses
Adding: THETR 131 to Elective Courses
THETR 156 to Elective Courses
THETR 157 to Elective Courses
THETR 158 to Elective Courses
THETR 159 to Elective Courses
THETR 194 to Elective Courses
THETR 170X,A to Elective Courses
THETR 185X,A to Elective Courses
THETR 186X,A to Elective Courses
THETR 187X,A to Elective Courses
THETR 188 to Elective Courses
THETR 189 to Elective Courses
THETR 195 to Elective Courses

CCC-501: Application for Approval - New Credit Programs

ADOPT

CCC-511: Non-Substantial Changes to Approved Program or Change of Active–Inactive Status

INACTIVATIONS

(C) EARLY INTERVENTION ASSISTANT 1
Effective: Summer 2010
INACTIVATE

(C) EARLY INTERVENTION ASSISTANT 2
Effective: Summer 2010
INACTIVATE
Units in the MJC catalog (32-33) did not match approved units (24) in CCC Inventory of Approved Programs.

(AA) CHILD DEVELOPMENT
Effective: Summer 2010
INACTIVATE
CCC-211 has not yet been completed.

MODIFICATIONS

(AS) CHILD DEVELOPMENT
Effective: Summer 2010
MODIFY Units (from 32 to 33)

(C) MASTER TEACHER
Effective: Summer 2010
MODIFY Units (from 32 to 32-38)

(C) SITE SUPERVISOR
Effective: Summer 2010
MODIFY Units (from 32 to 32-40)
VII. UNFINISHED BUSINESS

Informational Items

1. CurricUNET Trainings
   a. Recent trainings – Oct 27, approximately 17 faculty attended
   b. Training scheduled
   Trainings in Fall 2009 –

2. Approval Process – One-step launch, curriculum reps to have editing rights

3. Title V and Catalog Rights
   S. Agostini / B. Adams

VIII. NEW BUSINESS

Information Items

1. Equating Courses and Repetitions
   S. Agostini / L. Miller

IX. TASK FORCES

1. Special Topics, Experimental, Independent, Work-Experience Task Force
   B. Adams

2. CurricUNET Implementation Task Force Update
   No report
   B. Sanders / B. Adams

X. PUBLIC COMMENT
I. APPROVAL OF ORDER OF AGENDA

II. APPROVAL OF MINUTES

   Hearing no objections, the minutes of the OCTOBER 6, 2009 meeting were approved.

III. NOTIFICATION

IV. CONSENT

V. DISCUSSION

COURSE INACTIVATIONS

<table>
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<tr>
<th>Course</th>
<th>Title</th>
<th>Effective</th>
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<tr>
<td>ENGL 178</td>
<td>Mass Media and the Public</td>
<td>Summer 2010</td>
<td>3</td>
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<td><strong>INACTIVATE</strong></td>
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<td>Articulation Status: Transfers to CSU and UC</td>
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<td>General Education Impact: Approved for CSU-GE:D7, IGETC:4</td>
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<td>Program Impact:</td>
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<tr>
<td></td>
<td>1. English A.A. Degree Major</td>
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<td>2. Journalism A.A. Degree Major</td>
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<td>3. Print Journalism Skills Recognition Award</td>
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<td>4. Television Production Skills Recognition Award</td>
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<td><strong>INACTIVATION of ENGL 178 WITHDRAWN by B. Adams due to concerns about impact on various program.</strong></td>
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</table>

| OFADM 351 | Introduction to Computers and Windows 1   | Summer 2010 | ½ |
|           | **INACTIVATE**                             |           |    |
|           | Course Impact:                             |           |    |
|           | 1. CGR 222                                 |           |    |
|           | 2. CGR 224                                 |           |    |
|           | 3. OFADM 352                               |           |    |
4. OFADM 357
5. OFADM 359
6. OFADM 361
7. OFADM 362

Program Impact:
Stand Alone

[M/S/U (M.Robles/L. Lanigan) to INACTIVATE OFADM 351]

**OFADM 352** Introduction to Computers and Windows 2 ½
Effective: Summer 2010
INACTIVATE

Program Impact:
Stand Alone

[M/S/U (M.Robles/L. Lanigan) to INACTIVATE OFADM 352]

**OFADM 354** Introduction to Word Processing 1 ½
Effective: Summer 2010
INACTIVATE

Course Impact:
1. OFADM 355

Program Impact:
Stand Alone

[M/S/U (M.Robles/L. Lanigan) to INACTIVATE OFADM 354]

**OFADM 355** Introduction to Word Processing 2 ½
Effective: Summer 2010
INACTIVATE

Program Impact:
Stand Alone

[M/S/U (M.Robles/L. Lanigan) to INACTIVATE OFADM 355]

**OFADM 357** Introduction to Spreadsheet Software 1 ½
Effective: Summer 2010
INACTIVATE

Courses Impact:
1. OFADM 358

Program Impact:
Stand Alone

[M/S/U (M.Robles/L. Lanigan) to INACTIVATE OFADM 357]

**OFADM 358** Introduction to Spreadsheet Software 2 ½
Effective: Summer 2010
INACTIVATE

Program Impact:
Stand Alone

[M/S/U (M.Robles/L. Lanigan) to INACTIVATE OFADM 358]

**Revisions (including modifications/reactivations)**

**ADJU 144** Community Agency Service 1
Effective: Summer 2010
MODIFY: Title, units, repetitions, restrictions, course goal, learning goals, typical assignments, methods of assessment, textbooks

Enrollment Restrictions: Maintaining: (P) Satisfactory completion of ADJU 201. Maintaining (C) Concurrent enrollment in ADJU 145A,B,C,D.

Distance Education Status: Not approved for Distance Education

Materials Fee Status: None

Articulation Status: Transfers to CSU

General Education Status: Not approved for GE.

Rationale: Periodic review

Program Impact:
1. Administration of Justice A.A. Degree Major
2. Administration of Justice A.S. Degree

M/S/U (J. Sola/M. Garcia) to approve MODIFICATIONS to ADJU 144
M/S/C (J. Sola/E. Kerr) to approve ENROLLMENT RESTRICTIONS for ADJU 144 (14 ayes, 1 abstention)

ADJU  213

Patrol Procedures

Effective: Summer 2010

MODIFY: Course goal, methods of instruction, methods of assessment

Enrollment Restrictions: None

Distance Education Status: Not approved for Distance Education

Materials Fee Status: None

Articulation Status: Transfers to CSU

General Education Status: Not approved for GE.

Rationale: Periodic review

Program Impact:
1. Administration of Justice A.A. Degree Major
2. Administration of Justice A.S. Degree

M/S/U (J. Sola/M. Garcia) to approve MODIFICATIONS to ADJU 213

AGM  230

ENGR  230

Field Surveying

Effective: Summer 2010

(These two courses are cross-listed and should have appeared together on the 10/06/09 agenda. AGM 230 was approved at that time, but not ENGR 230.)

MODIFY: Materials fee, course goal, learning goals, methods of assessment, textbooks

Enrollment Restrictions: Maintaining (A) Before enrolling in this course, students are strongly advised to satisfactorily complete AG 280 or MATH 70.

Distance Education Status: Not approved for Distance Education

Materials Fee Status: Requesting fee of $15

Articulation Status: Transfers to CSU

General Education Status: Not approved for GE.

Rationale: Periodic review

Program Impact:
1. Construction - Carpentry Skills Recognition Award
2. Construction - General Skills Recognition Award
3. Forestry A.S. Degree
4. Forestry Certificate of Achievement
5. Landscape Design Certificate of Achievement
6. Landscape and Park Maintenance Certificate of Achievement
7. Mechanized Agriculture A.S. Degree
8. Mechanized Agriculture Technician Certificate of Achievement
9. Recreational Land Management Certificate of Achievement
10. Recreational Land Management A.S. Degree
11. Soil Science A.S. Degree
IMPORTANT! This is a cross-listed course. CurricUNET sees cross-listed courses as separate courses. MJC would like cross-listed courses to have only one course record stored under one or more course IDs. Right now, each outline must be updated separately. Until programming is established that allows for two or more course ID’s to be associated with one course record, Curricunet records will be inaccurate for the latter course ID. In this case, the first course outline was updated, but the latter was not. Once this issue is addressed by CurricUNET, these will need to be reconciled by confirming that the latter course ID is linked to the newer course proposal.

M/S/U (J. Sola/M. Garcia) to approve MODIFICATIONS to AGM/ENGR 230
M/S/C (J. Sola/E. Kerr) to approve ENROLLMENT RESTRICTIONS for AGM/ENGR 230 (14 ayes, 1 abstention)
M/S/U (J. Lanning/J. Sola) to approve MATERIALS FEE for AGM/ENGR 230

ANTHR 102  Cultural Anthropology 3
Effective: Summer 2010
MODIFY: Description, modalities, learning goals, content, methods of assessment
Enrollment Restrictions: None
Distance Education Status: Requesting: Hybrid, online
Materials Fee Status: None
Articulation Status: Transfers to CSU, UC
General Education Status: Approved for MJC-GE: B, CSU-GE: D1, IGETC: 4A.
Rationale: Periodic review
Program Impact:
1. Associate Degree Nursing Program Curriculum (for RN) A.S. Degree
2. Associate Degree Nursing Program Curriculum (for RN) A.S. Degree
3. Human Services A.A. Degree Major
4. Nursing: LVN to ADN Upgrade A.S. Degree

M/S/U (J. Sola/M. Garcia) to approve MODIFICATIONS to ANTHR 102
M/S/U (K. Ennis/ L. McInnes) to ADD HYBRID, ONLINE modalities for ANTHR 102
M/S/U (E. Kerr/E. Maki) to MAINTAIN MJC-GE, CSU-GE, and IGETC placement for ANTHR 102

ANTHR 140  Magic, Witchcraft, and Religion 3
Effective: Summer 2010
MODIFY: Description, modalities, restrictions, learning goals, content, methods of assessment
Enrollment Restrictions: Requesting: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete ENGL 101
Distance Education Status: Requesting: Hybrid, online
Materials Fee Status: None
Articulation Status: Transfers to CSU, UC
General Education Status: Approved for MJC-GE: B, CSU-GE: D1, IGETC: 4A.
Rationale: Periodic review
Program Impact:
1. Ethnic Studies Certificate of Achievement

M/S/U (J. Sola/M. Garcia) to approve MODIFICATIONS to ANTHR 140
M/S/C (J. Sola/E. Kerr) to approve ENROLLMENT RESTRICTIONS for ANTHR 140 14 ayes, 1 abstention
M/S/U (K. Ennis/ L. McInnes) to MAINTAIN MJC-GE, CSU-GE, and IGETC placement for ANTHR 140

CMPGR Expedited Approval Rationale Memo 33

CMPGR 201  Animation: A Global View of Art in Motion 3
Effective: Summer 2010
MODIFY: Methods of assessment
Enrollment Restrictions: None
Distance Education Status: Maintaining online modality.
Materials Fee Status: None
Articulation Status: Transfers to CSU
General Education Status: Approved for MJC-GE: C
Rationale: Periodic review

Program Impact:
   M/S/U (J. Sola/M. Garcia) to approve MODIFICATIONS to CMPGR 201
   M/S/U (K. Ennis/ L. McInnes) to MAINTAIN ONLINE modality for CMPGR 201
   M/S/U (E. Kerr/E. Maki) to MAINTAIN MJC-GE placement for CMPGR 201

CMPGR 202
Introduction to Computer Graphics
3

Effective: Spring 2010 Expedited! (To comply with newly revised code or law)

Rationale for imminent need: Due to clarified guidelines regarding TBA lab hours from the California Community Colleges Chancellor’s Office, it is clear that our facilities are insufficient to accommodate our current enrollment. As suggested in these guidelines, we are adding online and hybrid modality options to all of our classes that utilize TBA lab hours. These standards must be applied by the Spring 2010 semester.

MODIFY: Description, field trips, materials fees, restrictions, content, methods of instruction, methods of assessment, textbooks

Enrollment Restrictions: Requesting: (A) Before enrolling in this course, students are strongly advised to have a basic working knowledge of personal computers including: turning on and off a computer system correctly; starting programs, moving and resizing windows, the Start Menu, understanding how a computer is organized; manipulating a mouse, including selecting, double clicking, and dragging items; naming, saving, and deleting files; using portable flash memory and other common storage devices.

Distance Education Status: Maintaining: Hybrid, online
Materials Fee Status: Removing fee of $10.00.
Articulation Status: Transfers to CSU, UC
General Education Status: Approved for MJC Activities, CSU-GE: C1
Rationale: Periodic review

Course Impact:
1. CMPGR 213
2. CMPGR 217
3. CMPGR 252
4. CMPGR 267
5. CMPGR 268

Program Impact:

IMPORTANT! This is a cross-listed course! CurricUNET sees cross-listed courses as separate courses. MJC would like cross-listed courses to have only one course record stored under one or more course IDs. Right now, each outline must be updated separately. Until programming is established that allows for two or more course ID’s to be associated with one course record, Curricunet records will be inaccurate for the latter course ID. In this case, the first course outline was updated, but the latter was not. Once this issue is addressed by CurricUNET, these will need to be reconciled by confirming that the latter course ID is linked to the newer course proposal.

M/S/U (J. Sola/M. Garcia) to approve MODIFICATIONS to CMPGR 202/ART 102
M/S/C (J. Sola/E. Kerr) to approve ENROLLMENT RESTRICTIONS for CMPGR 202/ART 102 [14 ayes, 1 abstention]
M/S/U (K. Ennis/ L. McInnes) to ADD HYBRID, ONLINE modalities for CMPGR 202/ART 102
M/S/U (J. Lanning/J. Sola) to REMOVE MATERIALS FEE for CMPGR 202/ART 102 (remove)
M/S/U (E. Kerr/E. Maki) to maintain ACTIVITIES and CSU-GE placement for CMPGR 202/ART 102
M/S/U (J. Lanning/M. Lynch) to EXPEDITE IMPLEMENTATION of CMPGR 202/ART 102
CAMPG 213  Applied Computer Graphics 3
Effective: Spring 2010 Expedited! (To comply with newly revised code or law)
Rationale for imminent need: Due to clarified guidelines regarding TBA lab hours from the California Community Colleges Chancellor's Office, it is clear that our facilities are insufficient to accommodate our current enrollment. As suggested in these guidelines, we are adding online and hybrid modality options to all of our classes that utilize TBA lab hours. These standards must be applied by the Spring 2010 semester.
MODIFY: Description, modalities, materials fees, restrictions, learning goals, content, methods of instruction, methods of assessment, textbooks
Enrollment Restrictions: Removing: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete ART 102 / CMPGR 202. Requesting: (A) Before enrolling in this course, students are strongly advised to be able to demonstrate basic computer skills such as creating and navigating folders and files.
Distance Education Status: Requesting: Hybrid, online
Materials Fee Status: Removing fee of $10.00
Articulation Status: Transfers to CSU
General Education Status: Not approved for GE
Rationale: Periodic review
Program Impact:
Computer Graphics Applications Certificate of Achievement
IMPORTANT! This is a cross-listed course. CurricUNET sees cross-listed courses as separate courses. MJC would like cross-listed courses to have only one course record stored under one or more course IDs. Right now, each outline must be updated separately. Until programming is established that allows for two or more course ID's to be associated with one course record, Curricunet records will be inaccurate for the latter course ID. In this case, the first course outline was updated, but the latter was not. Once this issue is addressed by CurricUNET, these will need to be reconciled by confirming that the latter course ID is linked to the newer course proposal.

(CMPGR 213/ART 103), CMPGR 217, and CMPGR 284 pulled for discussion as a block by S. Agostini due to concerns about repetitions The committee noted that, like OFADM courses discussed earlier in the meeting, problems with repetitions existed in these courses. The committee quickly resolved to take the same tactic taken with the OFADM 356, 359, and 361 ACTION ITEM: Committee will review and potentially revise current RETAKE POLICY AND PROCEDURES in SPRING 2010 to ensure that it adheres to Title 5 §55041, which was revised in 2007.
M/S/U (M. Garcia/M. Robles) to approve as a block MODIFICATIONS to (CMPGR 213/ART 103), CMPGR 217, CMPGR 284 with the understanding that B. Adams will work with CMPGR faculty to fix completions to adhere to the current local policy.
M/S/C (J. Sola/E. Kerr) to approve ENROLLMENT RESTRICTIONS for CMPGR 213/ART 103 (14 ayes, 1 abstention)
M/SU (K. Ennis/L. McInnes) to ADD HYBRID, ONLINE modalities for CMPGR 213/ART 103
M/SU (J. Lanning/J. Sola) to REMOVE MATERIALS FEE for CMPGR 213/ART 103 (remove)
M/SU (J. Lanning/M. Lynch) to EXPEDITE IMPLEMENTATION of CMPGR 213/ART 103

CAMPG 215  Business Presentation Graphics 3
Effective: Spring 2010 Expedited! (To comply with newly revised code or law)
Rationale for imminent need: Due to clarified guidelines regarding TBA lab hours from the California Community Colleges Chancellor's Office, it is clear that our facilities are insufficient to accommodate our current enrollment. As suggested in these guidelines, we are adding online and hybrid modality options to all of our classes that utilize TBA lab hours. These standards must be applied by the Spring 2010 semester.
MODIFY: Description, modalities, materials fees, restrictions, content, methods of instruction, methods of assessment, textbooks
Enrollment Restrictions: Removing: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete any introductory computer science class. Requesting: (A) Before enrolling in this course, students are strongly advised to be able to demonstrate basic computer skills such as...
creating and navigating folders and files.

**Distance Education Status:** Requesting: Hybrid, online

**Materials Fee Status:** Removing fee of $10.00

**Articulation Status:** Transfers to CSU

**General Education Status:** Not approved for GE

**Rationale:** Periodic review

**Program Impact:**
1. Business Operations: Management A.A. Degree Major
2. Computer Graphics Applications Certificate of Achievement
3. Marketing A.A. Degree Major
4. Office Administration A.S. Degree
5. Office Administration Certificate of Achievement
6. Word Processing Certificate of Achievement

**M/S/U (J. Sola/M. Garcia) to approve MODIFICATIONS to CMPGR 215**

**M/S/C (J. Sola/E. Kerr) to approve ENROLLMENT RESTRICTIONS for CMPGR 215 (14 ayes, 1 abstention)**

**M/S/U (K. Ennis/L. McInnes) to ADD HYBRID, ONLINE MODALITIES for CMPGR 215**

**M/S/U (J. Lanning/J. Sola) to REMOVE MATERIALS FEE for CMPGR 215**

**M/SU (J. Lanning/M. Lynch) to EXPEDITE IMPLEMENTATION of CMPGR 215**

**MISPG 217**

**Computer Illustration Software**

**Effective:** Spring 2010 Expedited! (To comply with newly revised code or law)

**Rationale for imminent need:** Due to clarified guidelines regarding TBA lab hours from the California Community Colleges Chancellor's Office, it is clear that our facilities are insufficient to accommodate our current enrollment. As suggested in these guidelines, we are adding online and hybrid modality options to all of our classes that utilize TBA lab hours. These standards must be applied by the Spring 2010 semester.

**MODIFY:** Description, repetitions, materials fees, restrictions, learning goals, methods of assessment

**Enrollment Restrictions:** Removing: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete ART 102 / CMPGR 202. Requesting: (A) Before enrolling in this course, students are strongly advised to be able to demonstrate basic computer skills such as creating and navigating folders and files.

**Distance Education Status:** Maintaining: Hybrid, online

**Materials Fee Status:** Removing fee of $10.00

**Articulation Status:** Transfers to CSU

**General Education Status:** Not approved for GE

**Rationale:** Periodic review

**Program Impact:**
2. Word Processing Certificate of Achievement

(CMPGR 213/ART 103), CMPGR 217, and CMPGR 284 pulled for discussion as a block by S. Agostini due to concerns about repetitions The committee noted that, like OFADM courses discussed earlier in the meeting, problems with repetitions existed in these courses. The committee quickly resolved to take the same tactic taken with the OFADM 356, 359, and 361.

**M/SU (M. Garcia/M. Robles) to approve as a block MODIFICATIONS to (CMPGR 213/ART 103), CMPGR 217, CMPGR 284 with the understanding that B. Adams will work with CMPGR faculty to fix completions to adhere to the current local policy.**

**ACTION ITEM:** Committee will review and potentially revise current RETAKE POLICY AND PROCEDURES in SPRING 2010 to ensure that it adheres to Title 5 §55041, which was revised in 2007.

**M/S/C (J. Sola/E. Kerr) to approve ENROLLMENT RESTRICTIONS for CMPGR 217 (14 ayes, 1 abstention)**

**M/SU (K. Ennis/L. McInnes) to MAINTAIN HYBRID, ONLINE modalities for CMPGR 217**

**M/SU (J. Lanning/J. Sola) to REMOVE MATERIALS FEE for CMPGR 217**

**M/SU (J. Lanning/M. Lynch) to EXPEDITE IMPLEMENTATION of CMPGR 217**
CMPGR 219  Computer Graphics Portfolio Review

Effective: Summer 2010

**MODIFY:** Description, modalities, restrictions, learning goals, methods of instruction, methods of assessment

**Enrollment Restrictions:** Removing: (P) This course follows the completed courses of the Computer Graphics majors/ certificate core requirements. Requesting: (A) Before enrolling in this course, students are strongly advised to have a basic working knowledge of personal computers including: turning on and off a computer system correctly; starting programs, moving and resizing windows, the Start Menu, understanding how your computer is organized; manipulating a mouse, including selecting, double clicking, and dragging items; naming, saving, and deleting files; using portable flash memory and other common storage devices.

**Distance Education Status:** Requesting: Hybrid, online

**Materials Fee Status:** None

**Articulation Status:** Transfers to CSU

**General Education Status:** Not approved for GE

**Rationale:** Periodic review

**Program Impact:**


**IMPORTANT! This is a cross-listed course** | CurricUNET sees cross-listed courses as separate courses. MJC would like cross-listed courses to have only one course record stored under one or more course IDs. Right now, each outline must be updated separately. Until programming is established that allows for two or more course ID's to be associated with one course record, Curricunet records will be inaccurate for the latter course ID. In this case, the first course outline was updated, but the latter was not. Once this issue is addressed by CurricUNET, these will need to be reconciled by confirming that the latter course ID is linked to the newer course proposal.

M/SU (J. Sola/M. Garcia) to approve MODIFICATIONS to CMPGR 219/ART 119

M/S/C (J. Sola/E. Kerr) to approve ENROLLMENT RESTRICTIONS for CMPGR 219/ART 119 (14 ayes, 1 abstention)

M/SU (K. Ennis/ L. McInnes) to ADD HYBRID, ONLINE modalities for CMPGR 219/ART 119

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CMPGR 225  3D Graphics and Animation

Effective: Spring 2010

**Expedited** | (To comply with newly revised code or law)

**Rationale for imminent need:** Due to clarified guidelines regarding TBA lab hours from the California Community Colleges Chancellor’s Office, it is clear that our facilities are insufficient to accommodate our current enrollment. As suggested in these guidelines, we are adding online and hybrid modality options to all of our classes that utilize TBA lab hours. These standards must be applied by the Spring 2010 semester.

**MODIFY:** Modalities, materials fees, restrictions

**Enrollment Restrictions:** Requesting: (A) Before enrolling in this course, students are strongly advised to have a basic working knowledge of personal computers including: turning on and off a computer system correctly; starting programs, moving and resizing windows, the Start Menu, understanding how your computer is organized; manipulating a mouse, including selecting, double clicking, and dragging items; naming, saving, and deleting files; using portable flash memory and other common storage devices.

**Distance Education Status:** Requesting: Hybrid, online

**Materials Fee Status:** Removing fee of $10.00

**Articulation Status:** Transfers to CSU

**General Education Status:** Not approved for GE

**Rationale:** Periodic review

**Course Impact:**

1. CMPGR 226

**Program Impact:**


2. Word Processing Certificate of Achievement
CMPGR 225 (proposal withdrawn from agenda by B. Adams on 10/19/09)

CMPGR 226
3D Graphics and Animation 2

Effective: Spring 2010 Expedited! (To comply with newly revised code or law)

Rationale for imminent need: Due to clarified guidelines regarding TBA lab hours from the California Community Colleges Chancellor's Office, it is clear that our facilities are insufficient to accommodate our current enrollment. As suggested in these guidelines, we are adding online and hybrid modality options to all of our classes that utilize TBA lab hours. These standards must be applied by the Spring 2010 semester.

MODIFY: Repeating, modalities, typical assignments, methods of instruction, methods of assessment

Enrollment Restrictions: Maintaining: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete CMPGR-225.

Distance Education Status: Requesting: Hybrid, online

Materials Fee Status: None

Articulation Status: Transfers to CSU

General Education Status: Not approved for GE

Rationale: Periodic review

Program Impact:


CMPGR 226 proposal withdrawn from agenda by B. Adams on 10/19/09

CMPGR 235
Beginning Photoshop

Effective: Spring 2010 Expedited! (To comply with newly revised code or law)

Rationale for imminent need: Due to clarified guidelines regarding TBA lab hours from the California Community Colleges Chancellor's Office, it is clear that our facilities are insufficient to accommodate our current enrollment. As suggested in these guidelines, we are adding online and hybrid modality options to all of our classes that utilize TBA lab hours. These standards must be applied by the Spring 2010 semester.

MODIFY: Title, description, materials fees, restrictions, learning goals, content, methods of instruction, methods of assessment

Enrollment Restrictions: Removing: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete a previous course in Computer Graphics. Requesting: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete ART 102 / CMPGR 202.

Distance Education Status: Maintaining: Hybrid, online

Materials Fee Status: Removing fee of $10.00

Articulation Status: Transfers to CSU

General Education Status: Not approved for GE

Rationale: Periodic review

Course Impact:

1. CMPGR 236

Program Impact:


2. Word Processing Certificate of Achievement

CMPGR 235 proposal withdrawn from agenda by B. Adams on 10/19/09

CMPGR 236
Advanced Photoshop

Effective: Spring 2010 Expedited! (To comply with newly revised code or law)

Rationale for imminent need: Due to clarified guidelines regarding TBA lab hours from the California Community Colleges Chancellor's Office, it is clear that our facilities are insufficient to accommodate our current enrollment. As suggested in these guidelines, we are adding online and hybrid modality options to all of our classes that utilize TBA lab hours. These standards must be applied by the Spring 2010 semester.

MODIFY: Title, description, repetitions, modalities, materials fees, restrictions, methods of assessment
Enrollment Restrictions: Removing: (P) Satisfactory completion of CMPGR 235. Requesting: (A)
Before enrolling in this course, students are strongly advised to satisfactorily complete CMPGR 235.

Distance Education Status: Requesting: Hybrid, online

Materials Fee Status: Removing fee of $10.00

Articulation Status: Transfers to CSU

General Education Status: Not approved for GE

Rationale: Periodic review

Program Impact:

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CMPGR 236 proposal withdrawn from agenda by B. Adams on 10/19/09

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**CMPGR 252** Desktop Publishing for Computer Graphics

**Effective:** Spring 2010 Expedited! (To comply with newly revised code or law)

Rationale for imminent need: Due to clarified guidelines regarding TBA lab hours from the California Community Colleges Chancellor's Office, it is clear that our facilities are insufficient to accommodate our current enrollment. As suggested in these guidelines, we are adding online and hybrid modality options to all of our classes that utilize TBA lab hours. These standards must be applied by the Spring 2010 semester.

MODIFY: Modalities, restrictions, typical assignments

Enrollment Restrictions: Removing: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete CMPGR 202 or CMPSC 274 or CMPSC 231 or OFADM 231. Requesting: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete CMPGR 202.

Distance Education Status: Requesting: Hybrid, online

Materials Fee Status: None

Articulation Status: Transfers to CSU

General Education Status: Not approved for GE

Rationale: Add modalities

Program Impact:

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1. Journalism A.A. Degree Major

CMPGR 252 proposal withdrawn from agenda by B. Adams on 10/20/09

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**CMPGR 263** Internet Literacy

**Effective:** Summer 2010

MODIFY: Modalities, restrictions, learning goals

Enrollment Restrictions: Removing: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete any introductory computer class. Requesting: (A) Before enrolling in this course, students are strongly advised to be able to demonstrate basic computer skills such as creating and navigating folders and files.

Distance Education Status: Requesting: Hybrid, online

Materials Fee Status: None

Articulation Status: Transfers to CSU

General Education Status: Not approved for GE

Rationale: Periodic Review

Program Impact:

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MISU (J. Sola/M. Garcia) to approve MODIFICATIONS to CMPGR 263

MIS/C (J. Sola/E. Kerr) to approve ENROLLMENT RESTRICTIONS for CMPGR 263 (14 ayes, 1 abstention)

MISU (K. Ennis/L. McInnes) to ADD HYBRID, ONLINE modalities for CMPGR 263

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**CMPGR 265** Multimedia on the World Wide Web

**Effective:** Spring 2010 Expedited! (To comply with newly revised code or law)

Rationale for imminent need: Due to clarified guidelines regarding TBA lab hours from the California Community Colleges Chancellor's Office, it is clear that our facilities are insufficient to accommodate our
current enrollment. As suggested in these guidelines, we are adding online and hybrid modality options to all of our classes that utilize TBA lab hours. These standards must be applied by the Spring 2010 semester.

**MODIFY:** Repetitions, modalities, materials fees, restrictions, content, methods of assessment, textbooks

**Enrollment Restrictions:** Removing: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete CMPGR 264 or CMPGR 287. Requesting: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete CMPGR 264.

**Distance Education Status:** Requesting: Hybrid, online

**Materials Fee Status:** Removing fee of $10.00

**Articulation Status:** Transfers to CSU

**General Education Status:** Not approved for GE

**Rationale:** Periodic Review

**Program Impact:**


**Rationale for imminent need:** Due to clarified guidelines regarding TBA lab hours from the California Community Colleges Chancellor’s Office, it is clear that our facilities are insufficient to accommodate our current enrollment. As suggested in these guidelines, we are adding online and hybrid modality options to all of our classes that utilize TBA lab hours. These standards must be applied by the Spring 2010 semester.

**MODIFY:** Description, repetitions, modalities, materials fees, restrictions, learning goals, content, methods of instruction, methods of assessment, textbooks

**Enrollment Restrictions:** Removing: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete CMPGR 202 or ART 102. Requesting: (A) Before enrolling in this course, students are strongly advised to be able to demonstrate basic computer skills such as creating and navigating folders and files.

**Distance Education Status:** Requesting: Hybrid, online

**Materials Fee Status:** None

**Articulation Status:** Transfers to CSU

**General Education Status:** Not approved for GE

**Rationale:** Periodic Review

**Program Impact:**

Distance Education Status: Requesting: Hybrid, online
Materials Fee Status: Removing fee of $10.00
Articulation Status: Transfers to CSU
General Education Status: Approved for MJC Activities
Rationale: Periodic Review

Program Impact:

**CMPGR 213/ART 103, CMPGR 217, and CMPGR 284 pulled for discussion as a block by S. Agostini due to concerns about repetitions**

The committee noted that, like OFADM courses discussed earlier in the meeting, problems with repetitions existed in these courses. The committee quickly resolved to take the same tactic taken with the OFADM 356, 359, and 361

**M/S/U (M. Garcia/M. Robles) to approve as a block MODIFICATIONS to (CMPGR 213/ART 103), CMPGR 217, CMPGR 284 with the understanding that B. Adams will work with CMPGR faculty to fix completions to adhere to the current local policy.**

**ACTION ITEM: Committee will review and potentially revise current RETAKE POLICY AND PROCEDURES in SPRING 2010 to ensure that it adheres to Title 5 §55041, which was revised in 2007.**

**M/S/C (J. Sola/E. Kerr) to approve ENROLLMENT RESTRICTIONS for CMPGR 284 (14 ayes, 1 abstention)**

**M/S/U (K. Ennis/L. McInnes) to approve HYBRID, ONLINE modalities for CMPGR 284**

**M/S/U (J. Lanning/J. Sola) to REMOVE MATERIALS FEE CMPGR 284**

**M/S/U (J. Lanning/M. Lynch) to EXPEDITE IMPLEMENTATION of CMPGR 284**

**M/S/U (E. Kerr/E. Maki) to MAINTAIN ACTIVITIES placement for CMPGR 284**

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**FSCI 362 Basic Fire Academy**

**Effective:** Summer 2010

**MODIFY:** Units, hours, materials fee, restrictions, content, typical assignments, textbooks

**Enrollment Restrictions:** Maintaining: (P) Satisfactory completion of FSCI 301.

Requesting: (L) Students must possess CPAT certification because they wear self-contained breathing apparatus equipment, so they must meet physical and medical requirements in order to ensure safety, per NFPA 1582 regulation. (L) Acceptance into program by Fire Academy Selection Committee; consideration of acceptance based upon completion of application process.

**Distance Education Status:** Not approved for Distance Education

**Materials Fee Status:** Requesting fee of $344

**Articulation Status:** Does not transfer.

**General Education Status:** Not approved for GE.

**Rationale:** Basic Fire Academy is being split into two courses to meet Title 5 requirements to be a sequence of courses leading to awarding of a certificate of achievement.

**Program Impact:**
1. Fire Science Certificate of Achievement

**M/S/U (J. Sola/M. Garcia) to approve MODIFICATIONS to FSCI 362**

**M/S/C (J. Sola/E. Kerr) to approve ENROLLMENT RESTRICTIONS for FSCI 362 (14 ayes, 1 abstention)**

**M/S/U (J. Lanning/J. Sola) to APPROVE MATERIALS FEE FSCI 362**

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**OFADM 231 Intermediate Word Processing**

**Effective:** Summer 2010

**MODIFY:** Repetitions, modalities, materials fees, learning goals, content, methods of instruction, methods of assessment

**Enrollment Restrictions:** Maintaining: (A) Before enrolling in this course, students are strongly advised to have satisfactorily complete OFADM 203 and (OFADM 330 or CMPSC 274).

**Distance Education Status:** Requesting: Hybrid, online

**Materials Fee Status:** Removing fee of $2.50

**Articulation Status:** Transfers to CSU.
General Education Status: Not approved for GE.
Rationale: Periodic Review
Course Impact:
  1. OFADM 314
Program Impact:
  1. Clerical Certificate of Achievement *New Program*
  2. Clerical A.A. Degree Major *New Program*
  3. Office Administration Certificate of Achievement *New Program*
  4. Office Administration A.A. Degree Major *New Program*
  5. Office Computer Applications Certificate of Achievement *New Program*
  6. Word Processing Certificate of Achievement

IMPORTANT! This is a cross-listed course. CurricUNET sees cross-listed courses as separate courses. MJC would like cross-listed courses to have only one course record stored under one or more course IDs. Right now, each outline must be updated separately. Until programming is established that allows for two or more course ID’s to be associated with one course record, CurricUNET records will be inaccurate for the latter course ID. In this case, the first course outline was updated, but the latter was not. Once this issue is addressed by CurricUNET, these will need to be reconciled by confirming that the latter course ID is linked to the newer course proposal.

M/S/U (J. Sola/M. Garcia) to approve MODIFICATIONS to OFADM/CMPSC 231
M/S/C (J. Sola/E. Kerr) to approve ENROLLMENT RESTRICTIONS for OFADM/CMPSC 231 (14 ayes, 1 abstention)
M/S/U (K. Ennis/L. McInnes) to ADD HYBRID, ONLINE modalities to OFADM/CMPSC 231
M/S/U (J. Lanning/J. Sola) to REMOVE MATERIALS FEE OFADM/CMPSC 231

OFADM 301  
Beginning Keyboarding  
1½  
Effective: Summer 2010  
MODIFY: Materials fees, learning goals, content, typical assignments, methods of assessment, textbooks  
Enrollment Restrictions: None  
Distance Education Status: None  
Materials Fee Status: Removing fee of $2.50  
Articulation Status: Does not transfer.  
General Education Status: Not approved for GE.  
Rationale: Periodic Review  
Course Impact:  
  1. OFADM 302  
  2. OFADM 303  
  3. OFADM 312  
Program Impact:  
  1. Accounting Clerk Certificate of Achievement *New Program*
  2. Computer Science A.A. Degree Major *New Program*
  3. Office Computer Applications Certificate of Achievement *New Program*
  4. Office Support Certificate of Achievement *New Program*
  5. Records Management/Data Entry Specialist Certificate of Achievement

M/S/U (J. Sola/M. Garcia) to approve MODIFICATIONS to OFADM 301
M/S/U (J. Lanning/J. Sola) to REMOVE MATERIALS FEE OFADM 301 (remove)

OFADM 302  
Beginning Document Processing  
1½  
Effective: Summer 2010  
MODIFY: Repetitions, materials fees, restrictions, learning goals, methods of instruction, methods of assessment, textbooks  
Enrollment Restrictions: Removing: (A) Before enrolling in this class, students are strongly advised to satisfactorily complete OFADM 301 or ability to keyboard by touch at 25 GWAM. Requesting: Before enrolling in this class, students are strongly advised to satisfactorily complete OFADM 301 or ability to keyboard by touch at 35 GWAM.
Distance Education Status: None
Materials Fee Status: Removing fee of $2.50
Articulation Status: Does not transfer.
General Education Status: Not approved for GE.
Rationale: (Unspecified)
Program Impact:
1. Office Computer Applications Certificate of Achievement *New Program*
2. Office Support Certificate of Achievement *New Program*
3. Records Management/Data Entry Specialist Certificate of Achievement

M/S/U (J. Sola/M. Garcia) to approve MODIFICATIONS to OFADM 302
M/S/C (J. Sola/E. Kerr) to approve ENROLLMENT RESTRICTIONS for OFADM 302 (14 ayes, 1 abstention)
M/S/U (J. Lanning/J. Sola) to REMOVE MATERIALS FEE OFADM 302

OFADM 303  
**Keyboarding for Speed and Accuracy**  
**Effective:** Summer 2010
**MODIFY:** Repetitions, materials fees, restrictions, learning goals, typical assignments, methods of instruction, methods of assessment
**Enrollment Restrictions:** Removing: (A) Before enrolling in this class, students are strongly advised to satisfactorily complete OFADM 301 or ability to keyboard by touch at 25 GWAM. Requesting: Before enrolling in this class, students are strongly advised to satisfactorily complete OFADM 301 or ability to keyboard by touch at 20 GWAM.

Distance Education Status: None
Materials Fee Status: Removing fee of $2.50
Articulation Status: Does not transfer.
General Education Status: Not approved for GE.
Rationale: Periodic Review
Program Impact:
1. Accounting Clerk Certificate of Achievement *New Program*
2. Clerical Certificate of Achievement *New Program*
3. Clerical A.S. Degree *New Program*
4. Office Administration A.S. Degree *New Program*
5. Word Processing Certificate of Achievement

M/S/U (J. Sola/M. Garcia) to approve MODIFICATIONS to OFADM 303
M/S/C (J. Sola/E. Kerr) to approve ENROLLMENT RESTRICTIONS for OFADM 303 (14 ayes, 1 abstention)
M/S/U (J. Lanning/J. Sola) to REMOVE MATERIALS FEE OFADM 303 (remove)

OFADM 206 305  
**Records Management**  
**Effective:** Summer 2010
**MODIFY:** Discipline/number, modalities, restrictions, content, typical assignments, methods of instruction, textbooks
**Enrollment Restrictions:** Requesting: (A) Before enrolling in this course, students are strongly advised to have successfully completed OFADM 353 and be eligible for ENGL 50.

Distance Education Status: Requesting: Hybrid, online
Materials Fee Status: None
Articulation Status: Does not transfer.
General Education Status: Not approved for GE.
Rationale: To make eligible for transfer to CSU.
Program Impact:
1. Bookkeeping Certificate of Achievement *New Program*
2. Clerical Certificate of Achievement *New Program*
3. Clerical A.A. Degree Major *New Program*
4. Office Administration A.S. Degree *New Program*
5. Office Support Certificate of Achievement *New Program*
6. Records Management/Data Entry Specialist Certificate of Achievement

**OFADM 206 pulled for discussion by R. Cranley.** R. Cranley expressed concern that this course was not transfer-level according to transfer approval standards set out in CSU Executive Order 167, as it appeared to place emphasis on filing and not on critical thinking skills. Through CSU Executive Order 167, the CSU has given the community colleges the privilege of determining whether courses are baccalaureate level, as opposed to UC, which does not grant the CCCs that privilege. N. Backlund, course author, explained the transfer proposal was due in part to the fact that the field of records management is not merely filing, but evaluating workflows and making decisions about the selection, use and development of databases and other tools. Such training would be an ideal part of a four-year program for business administrators, exemplifying that major corporations employ records managers who require such preparation. R. Cranley noted that the advisory is eligibility for ENGL 50. A. Peek reported that, by definition of assessment, students who place into ENGL 50 are not capable of reading and writing at the college level. Thus, it was suggested that the advisory to modified to (A) Eligibility for ENGL 101. It was countered that such an advisory would discourage a large segment of the population from enrolling – is that something that we want to do? N. Backlund did not. The rhetorical question arose as to whether such scrutiny really mattered, especially since the enrollment restriction is only an advisory – not a prerequisite or corequisite. R. Cranley commented that careless approvals of transferable courses could lead to our current privileges of “local approval for CSU transfer courses (CSU EO 167)” being taken away.

M/S/FAILED (K. Ennis/M. Lynch) to approve MODIFICATIONS (course prefix/number from OFADM 306) for OFADM 206 due to concern that course content/rigor/objectives are not transfer-level.3 Ayes, 13 Nays

M/S/U (R. Cranley/J. Lanning) to REMOVE proposed modifications to COURSE ID so that it remains *OFADM 306*

M/S/U (K. Ennis/L. Lanigan) to approve the remaining MODIFICATIONS to OFADM 206.305

M/S/C (J. Sola/E. Kerr) to approve ENROLLMENT RESTRICTIONS for OFADM 206 305 (14 ayes, 1 abstention)

M/S/U (K. Ennis/ L. McInnes) to ADD HYBRID, ONLINE modalities for OFADM 206 305

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**OFADM 313**

**Office Skills**

Effective: Summer 2010

**MODIFY:** Learning goals, content, methods of instruction, methods of assessment

Enrollment Restrictions: None

Distance Education Status: None

Materials Fee Status: None

Articulation Status: Does not transfer.

General Education Status: Not approved for GE.

Rationale: Periodic Review

Program Impact:

1. Clerical Certificate of Achievement *New Program*
2. Clerical A.A. Degree Major *New Program*
3. Records Management/Data Entry Specialist Certificate of Achievement

M/S/U (J. Sola/M.Garcia) to approve MODIFICATIONS to OFADM 313

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**OFADM 353**

**Introduction to Computers and Windows**

Effective: Summer 2010

**MODIFY:** Description, repetitions, learning goals, methods of instruction, methods of assessment, textbooks

Enrollment Restrictions: Maintaining: (A) Before enrolling in this course, students are strongly advised to have the ability to keyboard by touch.

Distance Education Status: None

Materials Fee Status: Removing fee of $2.50

Articulation Status: Does not transfer.

General Education Status: Not approved for GE.

Rationale: Periodic Review
Program Impact:
1. Clerical Certificate of Achievement *New Program*
2. Clerical A.A. Degree Major *New Program*
3. Office Computer Applications Certificate of Achievement

M/S/U (J. Sola/M. Garcia) to approve MODIFICATIONS to OFADM 353
M/S/C (J. Sola/E. Kerr) to approve ENROLLMENT RESTRICTIONS for OFADM 353 (14 ayes, 1 abstention)
M/S/U (J. Lanning/J. Sola) to REMOVE MATERIALS FEE OFADM 353 (remove)

OFADM 356
Introduction to Word Processing
Effective: Summer 2010

MODIFY: Description, repetitions, materials fees, learning goals, methods of instruction, methods of assessment, textbooks

Enrollment Restrictions: Maintaining: (A) Before enrolling in this course, students are strongly advised to have the ability to keyboard by touch.

Distance Education Status: None
Materials Fee Status: Removing fee of $2.50
Articulation Status: Does not transfer.
General Education Status: Not approved for GE.

Rationale: Periodic Review

Program Impact:
1. Accounting Clerk Certificate of Achievement

OFADM 356, 359 and 361 pulled for discussion by S. Agostini for concerns about repetitions. S. Agostini noted that repetitions for technology courses are not explicitly permitted in Title 5. She expressed concern that the allowable course repetitions as configured in this proposal would allow the student to retake the course in subsequent semesters. She commented that Datatel retakes allow students to retake in subsequent semesters. Is that what the faculty wants? B. Sinclair commented that CMPGR students are encouraged to retake courses. C. Vaughn noted that software versions are upgraded usually on an 18 month cycle. CSU would take both transfer repetitions, according to R. Cranley. The issue remained that the repetitions are in question based on current local policy and local interpretation of Title 5. Other solutions were proposed, like stacking multiple courses in one class, modifying the content to show multiple completions. It was observed that our local policy has not been updated since Title 5 §55041 which was revised in 2007.

M/S/U (M. Robles/J. Sola to approve OFADM 356, 359 and 361 with the understanding that B. Adams will work with course author N. Backlund/K. Alavezos to fix completions to adhere to the current local policy. ACTION ITEM: Committee will review and potentially revise current RETAKE POLICY AND PROCEDURES in SPRING 2010 to ensure that it adheres to Title 5 §55041, which was revised in 2007.
M/S/C (J. Sola/E. Kerr) to approve ENROLLMENT RESTRICTIONS for OFADM 356 (14 ayes, 1 abstention)
M/S/U (J. Lanning/J. Sola) to REMOVE MATERIALS FEE OFADM 356 (remove)

OFADM 359
Introduction to Spreadsheet Software
Effective: Summer 2010

MODIFY: Description, repetitions, materials fees, learning goals, methods of instruction, methods of assessment, textbooks

Enrollment Restrictions: Maintaining: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete OFADM 353.

Distance Education Status: None
Materials Fee Status: Removing fee of $2.50
Articulation Status: Does not transfer.
General Education Status: Not approved for GE.
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Rationale: Periodic Review

Program Impact:
1. Accounting Clerk Certificate of Achievement *New Program*
2. Clerical Certificate of Achievement *New Program*
3. Clerical A.A. Degree Major *New Program*
4. Office Administration Certificate of Achievement *New Program*
5. Office Administration A.A. Degree Major *New Program*
6. Office Support Certificate of Achievement *New Program*
7. Word Processing Certificate of Achievement

M/S/U (M. Robles/J. Sola) to approve OFADM 356, 359 and 361 with the understanding that B. Adams will work with course author H. Backlund/K. Alavezos to fix completions to adhere to the current local policy. (See discussion pertaining to these courses under OFADM 356.)

ACTION ITEM: Committee will review and potentially revise current RETAKE POLICY AND PROCEDURES in SPRING 2010 to ensure that it adheres to Title 5 §55041, which was revised in 2007.

M/S/C (J. Sola/E. Kerr) to approve ENROLLMENT RESTRICTIONS for OFADM 359 (14 ayes, 1 abstention)

M/S/U (J. Lanning/J. Sola) to REMOVE MATERIALS FEE OFADM 359

OFADM 361  Introduction to Databases  1

Effective: Summer 2010

MODIFY: Revisions, restrictions, learning goals, typical assignments, methods of instruction, methods of assessment

Enrollment Restrictions: Requesting: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete OFADM 353, OFADM 356, OFADM 359 and/or OFADM 362.

Distance Education Status: None

Materials Fee Status: None

Articulation Status: Does not transfer.

General Education Status: Not approved for GE.

Rationale: Periodic Review

Program Impact:
1. Office Administration Certificate of Achievement *New Program*
2. Office Administration A.A. Degree Major *New Program*
3. Office Computer Applications Certificate of Achievement *New Program*
4. Records Management/Data Entry Specialist Certificate of Achievement *New Program*
5. Word Processing Certificate of Achievement

M/S/U (M. Robles/J. Sola) to approve OFADM 356, 359 and 361 with the understanding that B. Adams will work with course author H. Backlund/K. Alavezos to fix completions to adhere to the current local policy. (See discussion pertaining to these courses under OFADM 356.)

OFADM 366  Proofreading Techniques  1

Effective: Summer 2010

MODIFY: Learning goals, content, typical assignments, methods of instruction, methods of assessment

Enrollment Restrictions: Maintaining: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete OFADM 304.

Distance Education Status: None

Materials Fee Status: None

Articulation Status: Does not transfer.

General Education Status: Not approved for GE.

Rationale: Periodic Review

Program Impact:
1. Clerical Certificate of Achievement *New Program*
2. Clerical A.S. Degree

**M/S/U (J. Sola/M. Garcia) to approve MODIFICATIONS to OFADM 366**

**M/S/C (J. Sola/E. Kerr) to approve ENROLLMENT RESTRICTIONS for OFADM 366 (14 ayes, 1 abstention)**

**PE 110** Officiating: Spring Sports  
**Effective:** Summer 2010  
**MODIFY:** Course goal, learning goals, content, typical assignments, methods of instruction, methods of assessment  
**Enrollment Restrictions:** None  
**Distance Education Status:** None  
**Materials Fee Status:** None  
**Articulation Status:** Transfers to CSU, UC  
**General Education Status:** Not approved for GE.  
**Rationale:** Periodic Review  
**Program Impact:**  
1. Physical Education A.A. Degree Major  
**M/S/U (J. Sola/M. Garcia) to approve MODIFICATIONS to PE 110**

**PEC 111** Beginning Racquetball  
**Effective:** Summer 2010  
**MODIFY:** Units, hours, repetitions, course goal, learning goals, content, typical assignments, textbooks  
**Enrollment Restrictions:** None  
**Distance Education Status:** None  
**Materials Fee Status:** Maintaining fee of $30.00.  
**Articulation Status:** Transfers to CSU, UC  
**General Education Status:** Approved for MJC Activities.  
**Rationale:** Periodic Review  
**Course Impact:**  
1. PEC 112  
**Program Impact:**  
1. Physical Education A.A. Degree Major  
**M/S/U (J. Sola/M. Garcia) to approve MODIFICATIONS to PEC 111**

**PEVM 100** Varsity Baseball  
**Effective:** Summer 2010  
**MODIFY:** Course goal, learning goals, content, methods of instruction  
**Enrollment Restrictions:** None  
**Distance Education Status:** None  
**Materials Fee Status:** None  
**Articulation Status:** Transfers to CSU, UC  
**General Education Status:** Approved for MJC Activities.  
**Rationale:** Periodic Review  
**Program Impact:**  
1. Physical Education A.A. Degree Major  
**M/S/U (J. Sola/M. Garcia) to approve MODIFICATIONS to PEVM 100**

**PEVM 122** Men’s Varsity Soccer  
**Effective:** Summer 2010  
**MODIFY:** Course goal, learning goals, content, typical assignments, methods of instruction, methods of
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**assessment**

**Enrollment Restrictions:** None

**Distance Education Status:** None

**Materials Fee Status:** None

**Articulation Status:** Transfers to CSU, UC

**General Education Status:** Approved for MJC Activities.

**Rationale:** Periodic Review

**Program Impact:**

1. Physical Education A.A. Degree Major

M/S/U (J. Sola/M. Garcia) to approve MODIFICATIONS to PEVM 122

M/S/U (E. Kerr/E. Maki) to MAINTAIN ACTIVITIES placement for PEVM 122

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**PEVM 135**

Men’s Varsity Track and Field

**Effective:** Summer 2010

**MODIFY:** Course goal, learning goals, content, typical assignments, methods of instruction, methods of assessment

**Enrollment Restrictions:** None

**Distance Education Status:** None

**Materials Fee Status:** None

**Articulation Status:** Transfers to CSU, UC

**General Education Status:** Approved for MJC Activities.

**Rationale:** Periodic Review

**Program Impact:**

1. Physical Education A.A. Degree Major

M/S/U (J. Sola/M. Garcia) to approve MODIFICATIONS to PEVM 135

M/S/U (E. Kerr/E. Maki) to MAINTAIN ACTIVITIES placement for PEVM 135

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**PEVM 145**

Varsity Wrestling

**Effective:** Summer 2010

**MODIFY:** Course goal, learning goals, content, typical assignments, methods of instruction, methods of assessment

**Enrollment Restrictions:** None

**Distance Education Status:** None

**Materials Fee Status:** None

**Articulation Status:** Transfers to CSU, UC

**General Education Status:** Approved for MJC Activities.

**Rationale:** Periodic Review

**Program Impact:**

1. Physical Education A.A. Degree Major

M/S/U (J. Sola/M. Garcia) to approve MODIFICATIONS to PEVM 145

M/S/U (E. Kerr/E. Maki) to MAINTAIN ACTIVITIES placement for PEVM 145

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**PEWV 100**

Women’s Varsity Basketball - Fall

**Effective:** Summer 2010

**MODIFY:** Course goal, learning goals, content, typical assignments, methods of instruction, methods of assessment

**Enrollment Restrictions:** None

**Distance Education Status:** None

**Materials Fee Status:** None

**Articulation Status:** Transfers to CSU, UC

**General Education Status:** Approved for MJC Activities.

**Rationale:** Periodic Review

**Course Impact:**
1. PEVW 101
Program Impact:
1. Physical Education A.A. Degree Major

**M/S/U (J. Sola/M. Garcia) to approve MODIFICATIONS to PEVW 100**

**M/S/U (E. Kerr/E. Maki) to MAINTAIN ACTIVITIES placement for PEVW 100**

**PEVW 101**
Women's Varsity Basketball - Spring 1½
Effective: Summer 2010

**MODIFY**: Repetitions, course goal, content, typical assignments, methods of instruction, methods of assessment

**Enrollment Restrictions**: Maintaining (A) Before enrolling in this course, students are strongly advised to satisfactorily complete PEVW 100

Distance Education Status: None

Materials Fee Status: None

Articulation Status: Transfers to CSU, UC

General Education Status: Approved for MJC Activities.

Rationale: Periodic Review

Program Impact:
1. Physical Education A.A. Degree Major

**M/S/U (J. Sola/M. Garcia) to approve MODIFICATIONS to PEVW 101**

**M/S/U (E. Kerr/E. Maki) to MAINTAIN ACTIVITIES placement for PEVW 101**

**PEVW 103**
Women's Varsity Cross Country 3
Effective: Summer 2010

**MODIFY**: Course goal, learning goals, content, typical assignments, methods of instruction, methods of assessment

**Enrollment Restrictions**: None

Distance Education Status: None

Materials Fee Status: None

Articulation Status: Transfers to CSU, UC

General Education Status: Approved for MJC Activities.

Rationale: Periodic Review

Program Impact:
1. Physical Education A.A. Degree Major

**M/S/U (J. Sola/M. Garcia) to approve MODIFICATIONS to PEVW 103**

**M/S/U (E. Kerr/E. Maki) to MAINTAIN ACTIVITIES placement PEVW 103**

**PEVW 115**
Women's Varsity Golf 3
Effective: Summer 2010

**MODIFY**: Repetitions, course goal, learning goals, content, typical assignments, methods of instruction, methods of assessment

**Enrollment Restrictions**: None

Distance Education Status: None

Materials Fee Status: None

Articulation Status: Transfers to CSU, UC

General Education Status: Approved for MJC Activities.

Rationale: Periodic Review

Program Impact:
1. Physical Education A.A. Degree Major

**M/S/U (J. Sola/M. Garcia) to approve MODIFICATIONS to PEVW 115**

**M/S/U (E. Kerr/E. Maki) to MAINTAIN ACTIVITIES placement PEVW 115**

**PEVW 130**
Women's Varsity Tennis 3
Effective: Summer 2010
MODIFY: Repetitions, course goal, learning goals, content, typical assignments, methods of instruction, methods of assessment

Enrollment Restrictions: None
Distance Education Status: None
Materials Fee Status: None
Articulation Status: Transfers to CSU, UC
General Education Status: Approved for MJC Activities.
Rationale: Periodic Review
Program Impact:

1. Physical Education A.A. Degree Major

MISU (J. Sola/M. Garcia) to approve MODIFICATIONS to PEWV 130
MISU (E. Kerr/E. Maki) to MAINTAIN ACTIVITIES placement for PEWV 130

PEWV 135
Women's Varsity Track and Field
Effective: Summer 2010

MODIFY: Course goal, learning goals, content, typical assignments, methods of instruction, methods of assessment

Enrollment Restrictions: None
Distance Education Status: None
Materials Fee Status: None
Articulation Status: Transfers to CSU, UC
General Education Status: Approved for MJC Activities.
Rationale: Periodic Review
Program Impact:

1. Physical Education A.A. Degree Major

MISU (J. Sola/M. Garcia) to approve MODIFICATIONS to PEWV 135
MISU (E. Kerr/E. Maki) to MAINTAIN ACTIVITIES placement for PEWV 135

PSYCH 111
Psychology of Gender
Effective: Summer 2010

MODIFY: Field trips, course goal, content, typical assignments, methods of instruction, methods of assessment

Enrollment Restrictions: Maintaining: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete PSYCH 101.
Distance Education Status: None
Materials Fee Status: None
Articulation Status: Transfers to CSU, UC
General Education Status: Approved for MJC GE: B, CSU GE: D4,D9, IGETC: 4D,4I.
Rationale: Periodic Review
Program Impact:

1. General Studies, Emphasis in Social & Behavioral Sciences A.A. Degree Major

PSYCH 111 pulled from agenda by B. Adams because it never appeared in CurricUNET for members to review.

PSYCH 118
Pharmacology of Abused Substances
Effective: Summer 2010

Modify: Modalities, articulation status, learning goals, content, typical assignments, methods of instruction, methods of assessment

Enrollment Restrictions: Maintaining: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete HUMSR 116 or PSYCH 101.
Distance Education Status: Requesting: Hybrid, online
Materials Fee Status: None
Articulation Status: Transfers to CSU
General Education Status: Requesting: MJC GE: B.
Rationale: Periodic Review
Program Impact:

Stand Alone

IMPORTANT! This is a cross-listed course. CurricUNET sees cross-listed courses as separate courses. MJC would like cross-listed courses to have only one course record stored under one or more course IDs. Right now, each outline must be updated separately. Until programming is established that allows for two or more course ID’s to be associated with one course record, Curricunet records will be inaccurate for the latter course ID. In this case, the first course outline was updated, but the latter was not. Once this issue is addressed by CurricUNET, these will need to be reconciled by confirming that the latter course ID is linked to the newer course proposal.

M/S/U (J. Sola/M. Garcia) to approve MODIFICATIONS to PSYCH/HUMS R 118

M/S/C (J. Sola/E. Kerr) to approve ENROLLMENT RESTRICTIONS for PSYCH/HUMS R 118 (14 ayes, 1 abstention)

M/S/U (K. Ennis/ L. McInnes) to ADD HYBRID, ONLINE modality for PSYCH/HUMS R 118

PSYCH 118 MJC-GE proposal pulled for discussion by M. Garcia

M. Garcia called attention to the content and learning goals for PSYCH 118. The committee noted that the content was highly specialized, almost scientific in substance, and did not cover general social science principles as one would expect for GE placement. A representative from the Behavioral and Social Sciences area agreed that it narrow focus needed to be broader to validate being a survey course for GE.

M/S/FAILED (J. Michelena/K. Ennis) to APPROVE PSYCH/HUMS R 118 for MGC-GE:B. (0 ayes, 15 nays)

READ 82 College Reading - Comprehension

Effective: Summer 2010

MODIFY: Restrictions, content, typical assignments, methods of instruction, methods of assessment

Enrollment Restrictions: Removing: (A) Before enrolling in this course, students are strongly advised to score a minimum of 10th percentile on the reading assessment or READ 40 with a C or better.

Distance Education Status: None

Materials Fee Status: None

Articulation Status: Does not transfer.

General Education Status: Not approved for GE.

Rationale: Periodic Review

Course Impact:

1. INTDS 190
2. INTDS 220
3. INTDS 235
4. INTDS 245
5. READ 184
6. STSK 78

Program Impact:

Stand Alone

READ 82 proposal withdrawn from agenda by A. Peek, citing concerns about the appearance of requisite skills without a requisite, and problems with learning goals.

STSK 25 Student Success Strategies

Effective: Summer 2010

MODIFY: Field trips, learning goals, content, typical assignments, methods of instruction

Enrollment Restrictions: None

Distance Education Status: None

Materials Fee Status: None

Articulation Status: Does not transfer.

General Education Status: Not approved for GE.

Rationale: (Unspecified)
Program Impact:
  Stand Alone

M/S/U (J. Sola/M. Garcia) to approve MODIFICATIONS to STSK 25

STSK 78

College Study Skills

Effective: Summer 2010

MODIFY: Restrictions, learning goals, content, typical assignments, methods of assessment, textbooks

Enrollment Restrictions: Requesting: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete ENGL 50 or READ 82.

Distance Education Status: None

Materials Fee Status: None

Articulation Status: Does not transfer.

General Education Status: Approved for MJC Guidance

Rationale: (Unspecified)

Program Impact:

M/S/U (J. Sola/M. Garcia) to approve MODIFICATIONS to STSK 25

M/S/C (J. Sola/E. Kerr) to approve ENROLLMENT RESTRICTIONS for STSK 78 (14 ayes, 1 abstention)

M/S/U (E. Kerr/E. Maki) to MAINTAIN GUIDANCE placement for STSK 78

ADOPTIONS

FSCI 363

Advanced Fire Academy

Effective: Summer 2010

ADOPT

Enrollment Restrictions: Requesting: (P) Satisfactory completion of FSCI 362.

Distance Education Status: None

Materials Fee Status: Requesting fee of $230.00

Articulation Status: Does not transfer.

General Education Status: Not approved for GE.

Rationale: To meet the State Chancellor's Office criteria for the certificate of achievement, the currently approved Fire Academy course needed to be split into at least two courses; hence, FSCI 362 and FSCI 363 are being proposed.

Program Impact:

Stand Alone

M/S/U (J. Sola/M. Garcia) to ADOPT the NEW COURSE FSCI 363

M/S/C (J. Sola/E. Kerr) to approve ENROLLMENT RESTRICTIONS for FSCI 363

M/S/U (J. Lanning/J. Sola) to APPROVE the MATERIALS FEE for FSCI 363

VI. PROGRAMS

Chancellor’s Office Approvals/Denials/Updates

California Community College Chancellor’s Office Approval

The following existing award, upgraded from a Skills Recognition to a Certificate of Achievement, has been approved by the CCCCO and – per Stephanie Low- is effective locally as of the date of the CCCCO correspondence.

- Certificate of Achievement: Child Development Associate Teacher

Effective July, 20, 2009

(C) Supervisory Management in Public Safety (Application Withdrawn)
In Spring 2008 the ADJU department requested via CCC-501 application that this award be approved at
the state level as a Certificate of Achievement. The CCCC denied the application in spring 2009 due
to deficiencies in the application, but granted MJC an extension to December, 2009 to revise and
resubmit. Due to extenuating circumstances the division dean, ADJU faculty, and curriculum leadership
determined that the application should be pulled from consideration by the CCCC. We may resubmit a
revised application at a later date. The award will remain as a Skills Recognition until further notice.

- **Skills Recognition: Supervisory Management in Public Safety**
  Withdrawn via email on 10/13/09

_The committee was notified of CCC Chancellor’s Office activity._

**Program Changes that do not require Chancellor’s Office Notification/Application**

(C) **COMPUTER GRAPHICS APPLICATIONS**

- Effective: Summer 2010
- **MODIFY:** Elective courses
- Adding: CMPGR 226

M/S/U (J. Sola/R. Cranley) to approve MODIFICATIONS to this certificate.

(C) **MACHINE TOOL TECHNOLOGY 2**

- Effective: Summer 2010
- **MODIFY:** Required courses
- Removing: MACH 399
- Adding: MACH 395

M/S/U (J. Sola/R. Cranley) to approve MODIFICATIONS to this certificate.

(AS) **MACHINE TOOL TECHNOLOGY**

- Effective: Summer 2010
- **MODIFY:** Required courses
- Removing: MACH 399
- Adding: MACH 395

M/S/U (J. Sola/R. Cranley) to approve MODIFICATIONS to this certificate.

**CCC-501: Application for Approval - New Credit Programs**

(C) **FIRE ACADEMY**

- Effective: Summer 2010
- **MODIFY:** Required courses
- Adding: FSCI 363

M/S/U (J. Sola/R. Cranley) to approve modifications to this pending CCC-501 application

(SR) **MACHINE TOOL TECHNOLOGY 1**

- Effective: Summer 2010
- **MODIFY:** Required courses
- Removing: MACH 399
- Adding: MACH 395

M/S/U (J. Sola/R. Cranley) to approve modifications to this pending CCC-501 application

**CCC-511: Non-Substantial Changes to Approved Program or Change of Active–Inactive Status**

- (AA) Behavioral and Social Sciences – INACTIVATE
- (AA) Fashion Merchandising/Visual Merchandising – INACTIVATE
- (C) Fashion Merchandising/Visual Merchandising – INACTIVATE
- (C) Image Consultant/Personal Shopper – INACTIVATE

October 20, 2009
The committee was notified of CCC Chancellor's Office inactivations.

VII. UNFINISHED BUSINESS

Informational Items

1. CurricUNET Trainings B. Adams
   a. Training scheduled
      Trainings in Fall 2009 – Oct. 27th at 2:30, FH 154

2. Approval Process B. Adams
   The committee discussed the current state of curriculum review and approval. Many members admitted they do not have time to review course outlines to the depth required. One member commented that she would like to be able to spend more time evaluating each outline. It was suggested that the committee be divided into groups for the purposes of review so that expertise and standards could be developed.

3. Title V and Catalog Rights S. Agostini / B. Adams
   S. Agostini and B. Adams are to meet in about two weeks to discuss many issues related to catalog rights. S. Agostini commented that statewide there are varying often contradictory policies stemming from catalog rights.

VIII. NEW BUSINESS

Information Items

1. Equating Courses and Repetitions S. Agostini / L. Miller
   S. Agostini revisited the course repetition policy discussed earlier in the meeting, alerting the committee that Datatel is supposed to be able to break relationships between courses so that repeats may be allowed (e.g. CMPGR 201 from 1990 would not be automatically equivalent to CMPGR 201 in 2009.) However, that feature does not seem to work. Research and testing by S. Agostini, L. Miller, and J. Nielsen (Admissions and Records) will continue in this area with the goal of finding a way to break the relationship between versions of courses.

   L. Miller brought to the committee’s attention that she is currently the decision maker as to when a revised course is EQUATED to its previous version. She asked the committee if the college believes that – when a course is revised – it should ALWAYS be equated to its former version. She asked “Did the student who completed COURSE XX for 3 get the same content as the student who completed it two years later for 5 units? Should that student be allowed to complete the course again?” It became clear that the committee determined this was a valid issue to be evaluated. L. Miller and E. Kerr both postulated that CurricUNET might be a good place to prompt faculty as to whether course modifications are significant enough to “break” equivalency with the older version. ACTION: L Miller asked the representatives to think about this issue and return to report whether it merits evaluation and a change in process.

2. CCCCO Recertifies MJC to Locally Approve Credit Courses B. Adams
   B. Adams proudly reported that the college has been notified that it has been recertified to locally approve stand-alone courses. This is because of all of the representatives who attended training in a timely fashion.
IX. TASK FORCES

1. Special Topics, Experimental, Independent, Work-Experience Task Force  
   B. Adams  
   No report.

2. CurricUNET Implementation Task Force Update  
   B. Sanders / B. Adams  
   No report

X. PUBLIC COMMENT

B. Adams asked the committee if they found her summary of Curriculum Review comments (from CurricUNET) useful in their review of courses before the meeting. The committee seemed to indicate that it did. She remarked that, time allowing, she will continue to make this resource available to members.

MEETING ADJOURNED AT 4:51 PM
DATE: October 19, 2009

TO: MJC Curriculum Committee

FROM: Paul Berger, Tom Duchscher, Art Department Faculty

RE: Materials Fees for ART Courses

Dear Curriculum Committee Members:

Art Department faculty members are currently revising Art course outlines based on the curriculum review cycle matrix (ART scheduled for Fall 2009 and Spring 2010). Preliminary review of the courses has revealed the need to increase materials fees to three of the Ceramics courses and add materials fees to three of the Sculpture courses. It is imperative the materials fees changes are made as soon as possible; therefore, we are requesting approval of materials fees proposals effective Summer 2010. Complete course outline revision proposals shall follow at later dates.

The rationale for this request is as follows: the fee addition and increase (for sculpture and ceramics respectively) are proposed so that students enrolling in these courses will have automatically purchased materials integral to the course. This is also intended to ease the burden on the workers in the Business office where currently students must use to purchase/get receipt for materials.

In addition to writing this memo, we have completed the materials fees information in the appropriate courses in CurricUNET; consequently, the materials fees reports will demonstrate the requested fees meet the criteria for approval. The Instruction Office will provide electronic versions of the reports for inclusion in the November 3, 2009 MJC Curriculum Committee meeting agenda.

We are proposing changes to the materials fees on the following courses:

Art 108 – Ceramics 1
Art 109 – Ceramics 2
Art 110 – Ceramics 3
Increase fee to $15.00 for each course

Art 140 – Sculpture 1
Art 141 – Sculpture 2
Art 142 – Sculpture 3
Establish new fee of $10.00 for each course

Thank you for your attention and consideration to this matter.
<table>
<thead>
<tr>
<th>#</th>
<th>Item</th>
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<th>Price</th>
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</table>

How materials are related to the Student Learning Goals for the course: Materials are necessary for completion of assignments.

How the materials have continuing value outside the classroom: Students will take home their completed artwork.

Is the amount of material the student receives commensurate with the fee paid AND with the amount of material necessary to achieve the Student Learning Goals for the course AND provided at the district’s actual cost: Yes

Explanation why the students have to pay a fee to the district rather than supply the materials themselves. (Cost savings? Health/Safety? Consistency/Uniformity?): Must be purchased through district so consistency and uniformity is upheld.
## FEE REPORT

**ART 140 Sculpture 1 *Pending***
**Course Revision Major**
Lawrence Duchscher

<table>
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Total $10.00

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How the materials have continuing value outside the classroom:
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Is the amount of material the student receives commensurate with the fee paid AND with the amount of material necessary to achieve the Student Learning Goals for the course AND provided at the district’s actual cost:
Yes

Explanation why the students have to pay a fee to the district rather than supply the materials themselves. (Cost savings? Health/Safety? Consistency/Uniformity?):
Must be purchased through district so consistency and uniformity are upheld.
ART 110 Ceramics 3 *Pending*
**Course Revision Major**
Paul Berger

<table>
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How materials are related to the Student Learning Goals for the course:

Materials fee goes toward glaze materials for decorating artwork and for two 25lb bags of clay to create course assignments.

How the materials have continuing value outside the classroom:

Students will take home their completed artwork.

Is the amount of material the student receives commensurate with the fee paid AND with the amount of material necessary to achieve the Student Learning Goals for the course AND provided at the district’s actual cost:

Yes

Explanation why the students have to pay a fee to the district rather than supply the materials themselves. (Cost savings? Health/Safety? Consistency/Uniformity?):

Due to consistency and uniformity, materials need to be purchased through the district.
### FEE REPORT

**ART 109 Ceramics 2 *Pending***  
**Course Revision Major**

**Paul Berger**

<table>
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## FEE REPORT

**ART 108 Ceramics 1 *Pending***  
**Course Revision Major**  
Paul Berger

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Explanation why the students have to pay a fee to the district rather than supply the materials themselves. (Cost savings? Health/Safety? Consistency/Uniformity?): Must be purchased through district so consistency and uniformity are upheld.
Catalog Description/Family and Consumer Sciences

Add mission statement!

FACULTY
Bob Giatt
Pam Guerra-Schmidt
Debbie Laffranchini
Ann Lowry
Laurie Prusso
Cheryl Williams-Jackson

SUPPORT STAFF
Karen Tabacco, Administrative Secretary
Staff, Administrative Specialist

Degrees and/or Certificates Offered:

Child Development/Family Life
Associate Teacher (CLDDV), C (changed from Basic Skills to Certificate)
Child Development, AS (Deleted AA degree)
Early Intervention Asst I (CLDDV) C (changed 1 to I)
Early Intervention Asst II (CLDDV) C (changed 2 to II)
Master Teacher (CLDDV), C
Mentor Director (CLDDV) C (new certificate)
Mentor Teacher (CLDDV) C (new certificate)
Site Supervisor (CLDDV) C
Teacher (CLDDV) C

Culinary Arts
Culinary Arts, AS, C, SR

Interior Design
Interior Design, AS, AA, C

Child Development Program

The Child Development program offers both theoretical and practical courses, which focus on the growth and development of all children from conception to late adolescence. Students use this knowledge to create culturally relevant, inclusive, age-appropriate, anti-bias environments that promote optimum care and learning opportunities. Learning to respond to the needs of children, families, staff, and agencies builds and nurtures children in becoming competent members of the larger diverse and global community.

Coursework prepares students for a wide variety of careers in direct services for children and support services for families in licensed, state, federal, private and/or non-profit programs serving infants, children, and adolescents.

Required coursework in the Child Development program emphasizes educational ladders leading to certificates, the Associate of Science degree, and transfer to baccalaureate programs. This coursework is designed to meet the academic requirements of the Child Development Permits, issued by the Commission on Teacher Credentialing (Title 5), the California Department of Social Services (DSS Title 22), the Early Intervention Certificates developed in conjunction with
the California Early Start Community College Personnel Preparation Project in Early Intervention, and the Mentor Certificates developed to prepare professionals from the child development profession to become Mentor Teachers and Mentor Directors for the California Early Childhood Mentor Program.

Students should be advised that for the various levels of the Child Development Permits and Early Intervention Certificates, there is an experience requirement and/or general education requirements. All Child Development core courses for certificates, degrees, and permits must be completed with a grade of “C” or better. All required general education requirements for the Child Development Permits and Early Intervention Certificates, both issued by the State, must be completed with a grade of “C” or better.

It is recommended that first semester students select courses from the Child Development Associate Teacher Certificate of Achievement. Second semester students are encouraged to select courses form the Child Development Teacher Certificate of Achievement. All students are encouraged to consult a Child Development Advisor for enrollment and program details. Advisors will assist students in the selection of proper courses and sequences.

A.S. Degree: Child Development (old AS was 32 units) (deleted CLDDV-122, 123, 154, and 6-unit option) (added 111, 163, 167)

To earn an Associate in Science Degree in this major, the student must complete the requirements detailed in the Career Technical Education Pathway (p.?) or the University Preparation Pathway (p. ?) which include completion of all required courses for the program with a C grade or better. See Child Development Program Matrix for program requirements.

CLDDV 101 [1] Introduction to Early Childhood Education................................. 3

CHILD GROWTH AND DEVELOPMENT:
- CLDDV 103 [1] Child Growth and Development............................................. 3 OR
- CLDDV 105 [1] Child Growth and Development - Late Childhood..................... 2

CLDDV 107 [1] Introduction to Child Development Curriculum............................ 3

CLDDV 109 [1] Child-Family-Community.......................................................... 3


CLDDV 125 [2] Infant and Toddler Development.............................................. 3

LAB PRACTICUM (minimum 3 units):
- CLDDV 126 [4] Inclusion Special Needs Practicum........................................ 2-5 OR
- CLDDV 127 [3] Infant and Toddler Practicum................................................. 2-5 OR


CLDDV 167 [4] Observation and Assessment................................................... 3

CLDDV 262 [4] Diversity in Educational Settings.............................................. 3

REQUIRED CLDDV UNITS IN A.S. MAJOR.................................................. 33

(Deleted A.A. Degree: Child Development)

Certificates in Child Development

The Certificates of Achievement in Child Development act as a pathway to various career opportunities in education, State of California permits, Early Intervention Assistant Personnel Competencies for California's Early Start Program, A.A./A.S. degrees, and transfer to a university. Teachers and administrators of funded child development programs in the State of California must hold permits issued by the California Commission on Teacher Credentialing. All certificates align with the permits issued by the State of California, Commission on Teacher Credentialing. To earn a Certificate of Achievement, the student must complete the coursework as indicated. Each course must be completed with a grade of C or better.

Certificate of Achievement: Associate Teacher (deleted Skills Recognition Award) (added Certificate of Achievement)
CLDDV 101 [1] Introduction to Early Childhood Education............................ 3

CHILD GROWTH AND DEVELOPMENT:
- CLDDV 103 [1] Child Growth and Development................................. 3 OR
- CLDDV 105 [1] Child Growth and Development - Late Childhood......... 2

CLDDV 107 [1] Introduction to Child Development Curriculum...................... 3

Total Units for Certificate of Achievement.................................................. 12

Certificate of Achievement: Teacher (deleted CLDDV-122, 123) (added
CLDDV-111, 126, 163, 167, 262, range of units has changed)

CLDDV 101 [1] Introduction to Early Childhood Education............................ 3

CHILD GROWTH AND DEVELOPMENT:
- CLDDV 103 [1] Child Growth and Development................................. 3 OR
- CLDDV 105 [1] Child Growth and Development - Late Childhood......... 2

CLDDV 107 [1] Introduction to Child Development Curriculum...................... 3

LAB PRACTICUM (minimum 3 units):
- CLDDV 127 [3] Infant and Toddler Practicum........................................ 2-5 OR

ELECTIVES (select 9 units from the following):
- CLDDV 125 [2] Infant and Toddler Development..................................... 3
- CLDDV 167 [4] Observation and Assessment.......................................... 3

Total Units for Certificate of Achievement................................................. 24-30
Certificate of Achievement: Master Teacher (deleted CLDDV-122, 123)  
(added CLDDV-111, 126, 163, 167, 262)

CLDDV 101 [1] Introduction to Early Childhood Education .......................... 3

CHILD GROWTH AND DEVELOPMENT:
- CLDDV 103 [1] Child Growth and Development ........................................... 3  OR

CLDDV 107 [1] Introduction to Child Development Curriculum .......................... 3

CLDDV 109 [1] Child-Family-Community .......................................................... 3

LAB PRACTICUM (minimum 3 units):
- CLDDV 126 [4] Inclusion Special Needs Practicum ........................................ 2-5  OR
- CLDDV 127 [3] Infant and Toddler Practicum ................................................. 2-5  OR


ELECTIVES (select 9 units from the following):
- CLDDV 125 [2] Infant and Toddler Development ............................................ 3

SELECT ONE 6-UNIT SPECIALIZATION OPTION FROM THE FOLLOWING:
As part of the MJC Certificate program, the student may choose one of the following 6-Unit options as a specialization or create a specialization. See the Child Development Program Matrix for program requirements.
- Creative Activities and Environments .......................................................... 6
- Early Intervention ......................................................................................... 6
- Families and Culture .................................................................................... 6
- Infant/Toddler Development ........................................................................ 6
- Literacy and Literature .................................................................................. 6
- Music .............................................................................................................. 6
- Paraprofessional/Elementary School Teaching Track .................................... 6
- School-Age ................................................................................................. 6

Total Units for Certificate of Achievement ................................................... 32-38

Note: Students completing the required Child Development coursework for an A.S. degree will be qualified at the Master Teacher Certificate level with a specialization in Early Intervention. In addition students completing the required Child Development coursework for an A.S. degree including the Infant/Toddler or Inclusion lab practicum will be qualified at the Master Teacher Certificate level with a specialization in Infant/Toddler Development.

Certificate of Achievement: Site Supervisor (deleted CLDDV-122, 123)  
(added CLDDV-111, 126, 163, 167, 262)

CLDDV 101 [1] Introduction to Early Childhood Education .......................... 3

CHILD GROWTH AND DEVELOPMENT:
- CLDDV 103 [1] Child Growth and Development ........................................... 3  OR

CLDDV 107 [1] Introduction to Child Development Curriculum .......................... 3

CLDDV 109 [1] Child-Family-Community .......................................................... 3

LAB PRACTICUM (minimum 3 units):
- CLDDV 126 [4] Inclusion Special Needs Practicum ........................................ 2-5  OR
- CLDDV 127 [3] Infant and Toddler Practicum ................................................. 2-5  OR

CLDDV 150 [3] Administration of Children's Programs ....................................... 3

CLDDV 151 [4] Advanced Administration of Children's Programs ........................ 3

ELECTIVES (select 9 units from the following):

- CLDDV 125 [2] Infant and Toddler Development.............................................. 3
- CLDDV 167 [4] Observation and Assessment.................................................... 3

Total Units for Certificate of Achievement .................................................. 32-40

Certificate of Achievement:

Early Intervention Assistant I (INACTIVATE)

Certificate of Achievement:

Early Interventionist Assistant (deleted the number 2 at the end of the certificate name, CLDDV-101, 107, 121, 122, 123) (added CLDDV-111, 126, 128, 167, 262, changed name from Intervention to Interventionist)

CHILD GROWTH AND DEVELOPMENT:
- CLDDV 103 [1] Child Growth and Development............................................ 3 OR
- CLDDV 105 [1] Child Growth and Development - Late Childhood................. 2
- CLDDV 125 [2] Infant and Toddler Development............................................. 3
- CLDDV 167 [4] Observation and Assessment.................................................... 3

LAB PRACTICUM (minimum 3 units; 2 units must be from Inclusion Lab):
- CLDDV 127 [3] Infant and Toddler Practicum.................................................... 2-5 OR

Total Units for Certificate of Achievement .................................................. 32-40

Added:
Completing the Early Interventionist Assistant certificate along with an AS degree in Child Development qualifies a student to work at the Early Intervention Assistant II level of the California Early Start Personnel Model. The California Interagency Coordinating Council has recommended the California Early Start Personnel Model for the professional field of early intervention. The California Interagency Coordinating Council is the statewide advisory body for California’s Early Start Program.
Certificate of Achievement: Mentor Teacher (new certificate)

CLDDV 101 [1] Introduction to Early Childhood Education .......................................................... 3

CHILD GROWTH AND DEVELOPMENT:
- CLDDV 103 [1] Child Growth and Development ................................................................. 3 OR
- CLDDV 105 [1] Child Growth and Development - Late Childhood ..................................... 2

CLDDV 107 [1] Introduction to Child Development Curriculum ........................................... 3


LAB PRACTICUM (minimum 3 units):
- CLDDV 126 [4] Inclusion Special Needs Practicum .............................................................. 2-5 OR
- CLDDV 127 [3] Infant and Toddler Practicum ................................................................. 2-5 OR


CLDDV 266 [5] Mentor Teacher Seminar ................................................................................. .5

ELECTIVES (select 9 units from the following):
- CLDDV 125 [2] Infant and Toddler Development .............................................................. 3
- CLDDV 167 [4] Observation and Assessment ................................................................. 3
- CLDDV 262 [4] Diversity in Educational Settings .............................................................. 3

SELECT ONE 6-UNIT SPECIALIZATION OPTION FROM THE FOLLOWING:
As part of the MJC Certificate program, the student may choose one of the following 6-Unit options as a specialization or create a specialization. See the Child Development Program Matrix for program requirements.
- Creative Activities and Environments .................................................................................. 6
- Early Intervention ..................................................................................................................... 6
- Families and Culture ............................................................................................................. 6
- Infant/Toddler Development .................................................................................................. 6
- Literacy and Literature .......................................................................................................... 6
- Music .................................................................................................................................. 6
- Paraprofessional/Elementary School Teaching Track ......................................................... 6
- School-Age ............................................................................................................................ 6

Total Units for Certificate of Achievement .................................................................................. 32.5-39

Note: Contact FCS Division Office for information regarding California Early Childhood Mentor Program.

Certificate of Achievement: Mentor Director (new certificate)

CLDDV 101 [1] Introduction to Early Childhood Education .......................................................... 3

CHILD GROWTH AND DEVELOPMENT:
- CLDDV 103 [1] Child Growth and Development ................................................................. 3 OR
- CLDDV 105 [1] Child Growth and Development - Late Childhood ..................................... 2

CLDDV 107 [1] Introduction to Child Development Curriculum ........................................... 3


LAB PRACTICUM (minimum 3 units):
- CLDDV 126 [4] Inclusion Special Needs Practicum .............................................................. 2-5 OR
- CLDDV 127 [3] Infant and Toddler Practicum ................................................................. 2-5 OR

CLDDV 150 [3] Administration of Children's Programs ......................................................... 3

CLDDV 151 [4] Advanced Administration of Children's Programs ......................................... 3


**ELECTIVES (select 9 units from the following):**
CLDDV 125 [2] Infant and Toddler Development.................................................. 3
CLDDV 167 [4] Observation and Assessment...................................................... 3
CLDDV 262 [4] Diversity in Educational Settings.............................................. 3

**Total Units for Certificate of Achievement ........................................ 32.5-40**

*Note: Contact FCS Division Office for information regarding California Early Childhood Mentor Program.*

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### 6-UNIT OPTIONS (required for Master Teacher level certificate) 3 Units of the 6-UNIT option must be a Child Development course*

<table>
<thead>
<tr>
<th>Name of 6-unit Option</th>
<th>Creative Activities and Environments</th>
<th>Early Interventionist</th>
<th>Families and Culture</th>
<th>Infant/Toddler Development</th>
<th>Literacy and Literature</th>
<th>Music</th>
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<tr>
<td>Required</td>
<td>CLDDV 122</td>
<td>CLDDV 160</td>
<td>CLDDV 262</td>
<td>CLDDV 122</td>
<td>CLDDV 274</td>
<td>CLDDV 290</td>
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<tr>
<td>Option</td>
<td>CLDDV 123</td>
<td>CLDDV 163 or CLDDV 165</td>
<td>CLDDV 160 or CLDDV 163</td>
<td>CLDDV 125</td>
<td>ENGL 168 or ENGL 169 or SPCOM 123</td>
<td>CLDDV 293</td>
<td>CLDDV 281</td>
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<tr>
<td>Option</td>
<td>CLDDV 290 or CLDDV 291 or CLDDV 292 or CLDDV-293</td>
<td>CLDDV 167 or 173</td>
<td>Or any 3-unit course from the Ethnic Studies Program</td>
<td>CLDDV 127</td>
<td>CLDDV 294</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Option</td>
<td>CLDDV 291 or CLDDV-292 or CLDDV-293</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

*Students may design their own specialization for the Master Teacher certificate; however, all proposals are subject to approval by the Child Development Department. All applications for a permit are subject to approval by the California Commission on Teacher Credentialing.*
Check one of the four boxes below to indicate the type of change.

If you select Option 1 or 2, complete fields A – K below:

☐ 1. Non-substantial change to previously approved program
☐ 2. Change from INACTIVE to ACTIVE status.

For revised and reactivated programs, attach proposed program description and requirements – catalog description, list of required course titles, units, and other completion requirements.

If you select Option 3 or 4, complete fields A, B & C below:

☐ 3. Remove/Delete entry from current college program inventory
☐ 4. Change from ACTIVE to INACTIVE status.

Briefly describe change/update:

<table>
<thead>
<tr>
<th>FIELDS</th>
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<tr>
<td>C Local Title</td>
<td>Child Development/Early Care and Education Child Development</td>
<td>Child Development/Early Care and Education Child Development</td>
</tr>
<tr>
<td>D Certificate Units</td>
<td>24</td>
<td>Attach list of required courses.</td>
</tr>
<tr>
<td>E Degree Units</td>
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<td>Inactivate</td>
</tr>
<tr>
<td>F Degree Type</td>
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<td>S</td>
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<tr>
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<td>1970 (last approved changes 2003)</td>
<td>Academic year starting summer 2010</td>
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<tr>
<td>H Transfer Status</td>
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<td>N/A - Use CCC-510 for Substantial Change.</td>
</tr>
<tr>
<td>I Occupational Status</td>
<td>1</td>
<td>N/A - Use CCC-510 for Substantial Change.</td>
</tr>
<tr>
<td>J Date Program Change Approved by Curriculum Committee (month/year) Submitting for approval at the November 2009 meeting</td>
<td></td>
<td></td>
</tr>
<tr>
<td>K Comments (appear on Inventory of Approved and Projected Programs)</td>
<td>Inactivate AA degree in Child Development beginning academic year summer 2010.</td>
<td></td>
</tr>
</tbody>
</table>
SUBMIT ONE COPY OF THIS FORM AND ALL ATTACHMENTS.
**California Community Colleges**  
Non-Substantial Changes to Approved Program  
or Change of Active–Inactive Status

<table>
<thead>
<tr>
<th>College</th>
<th>Modesto Junior College</th>
<th>Contact Person</th>
<th>Pam Guerra-Schmidt</th>
<th>District</th>
<th>YCCD, Yosemite Community College District</th>
<th>Phone #</th>
<th>209-575-6345</th>
<th>Date Form Submitted</th>
<th>October 12, 2009</th>
<th>E-mail <a href="mailto:guerraschmidt@mj.edu">guerraschmidt@mj.edu</a></th>
</tr>
</thead>
</table>

Check one of the four boxes below to indicate the type of change.

**If you select Option 1 or 2, complete fields A – K below:**

- [x] 1. Non-substantial change to previously approved program
- [ ] 2. Change from INACTIVE to ACTIVE status.

For revised and reactivated programs, attach **proposed program description and requirements** – catalog description, list of required course titles, units, and other completion requirements.

**If you select Option 3 or 4, complete fields A, B & C below:**

- [ ] 3. Remove/Delete entry from current college program inventory
- [ ] 4. Change from ACTIVE to INACTIVE status.

Briefly describe change/update:

---

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<thead>
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<th>AS REVISED (fill in updated fields only)</th>
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</tr>
<tr>
<td>B T.O.P. Code</td>
<td>1305.00</td>
<td>1305.00</td>
</tr>
</tbody>
</table>
| C Local Title   | Child Development/Early Care and Education  
Child Development                          | Child Development/Early Care and Education  
Child Development                                  |
| D Certificate Units | 32                         | Attach list of required courses.         |
| E Degree Units  | 32                            | Change to 33 units Attach list of required courses. |
| F Degree Type   | B                             | S (A.S. degree only will be offered, catalog rights beginning summer 2010) |
| G Year Approved | 1970, (last approved changes 2003) | Academic year starting summer 2010       |
| H Transfer Status | Yes                        | N/A - Use CCC-510 for Substantial Change. |
| I Occupational Status | 1                          | N/A - Use CCC-510 for Substantial Change. |
| J Date Program Change Approved by Curriculum Committee (month/year) | Submitting for approval at the November 2009 meeting |
| K Comments (appear on Inventory of Approved and Projected Programs) | A.S. requires 33 units  
Students completing the required Child Development coursework for an | |

Date Program Reactivated: November 03, 2009

Date Program Last Offered: November 03, 2009
A.S. degree will be qualified at the Master Teacher Certificate level with a specialization in Early Intervention. In addition students completing the required Child Development coursework for an A.S. degree including the Infant/Toddler or Inclusion lab practicum will be qualified at the Master Teacher Certificate level with a specialization in Infant/Toddler Development.

SUBMIT ONE COPY OF THIS FORM AND ALL ATTACHMENTS.
Check one of the four boxes below to indicate the type of change.

If you select Option 1 or 2, complete fields A – K below:

☐ 1. Non-substantial change to previously approved program
☐ 2. Change from INACTIVE to ACTIVE status.

For revised and reactivated programs, attach proposed program description and requirements – catalog description, list of required course titles, units, and other completion requirements.

If you select Option 3 or 4, complete fields A, B & C below:

☐ 3. Remove/Delete entry from current college program inventory
☐ 4. Change from ACTIVE to INACTIVE status.

Briefly describe change/update:

<table>
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<th>FIELDS</th>
<th>AS LISTED in CURRENT INVENTORY</th>
<th>AS REVISED (fill in updated fields only)</th>
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<tr>
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<td>T.O.P. Code 1305.20</td>
<td>1305.20</td>
</tr>
<tr>
<td>C</td>
<td>Local Title</td>
<td>Children with Special Needs Teacher/Early Intervention Assistant 1</td>
</tr>
<tr>
<td>D</td>
<td>Certificate Units 24</td>
<td>Attach list of required courses.</td>
</tr>
<tr>
<td>E</td>
<td>Degree Units</td>
<td></td>
</tr>
<tr>
<td>F</td>
<td>Degree Type</td>
<td></td>
</tr>
<tr>
<td>G</td>
<td>Year Approved 1970 (last approved changes 2003)</td>
<td>Inactivate starting summer 2010</td>
</tr>
<tr>
<td>H</td>
<td>Transfer Status Yes</td>
<td>N/A - Use CCC-510 for Substantial Change.</td>
</tr>
<tr>
<td>I</td>
<td>Occupational Status 1</td>
<td>N/A - Use CCC-510 for Substantial Change.</td>
</tr>
<tr>
<td>J</td>
<td>Date Program Change Approved by Curriculum Committee (month/year) Submitting for approval at the November 2009 meeting</td>
<td></td>
</tr>
<tr>
<td>K</td>
<td>Comments (appear on Inventory of Approved and Projected Programs)</td>
<td>Inactivate certificate beginning summer 2010</td>
</tr>
</tbody>
</table>
SUBMIT ONE COPY OF THIS FORM AND ALL ATTACHMENTS.
Non-Substantial Changes to Approved Program or Change of Active–Inactive Status

College: Modesto Junior College  
Contact Person: Pam Guerra-Schmidt  
District: YCCD, Yosemite Community College District  
Phone #: 209-575-6345  
Date Form Submitted: October 12, 2009  
E-mail: guerraschmidtp@mjc.edu

Check one of the four boxes below to indicate the type of change.

If you select Option 1 or 2, complete fields A – K below:

- □ 1. Non-substantial change to previously approved program
- □ 2. Change from INACTIVE to ACTIVE status.

For revised and reactivated programs, attach proposed program description and requirements – catalog description, list of required course titles, units, and other completion requirements.

If you select Option 3 or 4, complete fields A, B & C below:

- □ 3. Remove/Delete entry from current college program inventory
- □ 4. Change from ACTIVE to INACTIVE status.

Briefly describe change/update:

<table>
<thead>
<tr>
<th>FIELDS</th>
<th>AS LISTED in CURRENT INVENTORY</th>
<th>AS REVISED (fill in updated fields only)</th>
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<tr>
<td>B T.O.P. Code</td>
<td>1305.20</td>
<td>1305.20</td>
</tr>
<tr>
<td>C Local Title</td>
<td>Children with Special Needs Teacher/Early Intervention Assistant 1</td>
<td>Children with Special Needs Teacher/Early Interventionist</td>
</tr>
<tr>
<td>D Certificate Units</td>
<td>32-33</td>
<td>32-40</td>
</tr>
<tr>
<td>E Degree Units</td>
<td></td>
<td></td>
</tr>
<tr>
<td>F Degree Type</td>
<td></td>
<td></td>
</tr>
<tr>
<td>G Year Approved</td>
<td>1970 (last approved changes 2003)</td>
<td>Inactivate starting summer 2010</td>
</tr>
<tr>
<td>H Transfer Status</td>
<td>Yes</td>
<td>N/A - Use CCC-510 for Substantial Change.</td>
</tr>
<tr>
<td>I Occupational Status</td>
<td>1</td>
<td>N/A - Use CCC-510 for Substantial Change.</td>
</tr>
<tr>
<td>J Date Program Change Approved by Curriculum Committee (month/year)</td>
<td>Submitting for approval at the November 2009 meeting</td>
<td></td>
</tr>
<tr>
<td>K Comments (appear on Inventory of Approved and Projected Programs)</td>
<td>Completing the Early Interventionist Assistant certificate along with an AS degree in Child Development qualifies a student to work at the Early Intervention Assistant II level of the California Early Start Personnel Model. The California Interagency Coordinating Council has</td>
<td></td>
</tr>
</tbody>
</table>
recommended the California Early Start Personnel Model for the professional field of early intervention. The California Interagency Coordinating Council is the statewide advisory body for California’s Early Start Program.

SUBMIT ONE COPY OF THIS FORM AND ALL ATTACHMENTS.
California Community Colleges
Non-Substantial Changes to Approved Program or Change of Active–Inactive Status

College: Modesto Junior College
Contact Person: Pam Guerra-Schmidt
District: YCCD, Yosemite Community College District
Phone #: 209-575-6345
Date Form Submitted: October 12, 2009
E-mail: guerraschmidtp@mjc.edu

Check one of the four boxes below to indicate the type of change.

If you select Option 1 or 2, complete fields A – K below:

☐ 1. Non-substantial change to previously approved program
☐ 2. Change from INACTIVE to ACTIVE status.
For revised and reactivated programs, attach proposed program description and requirements – catalog description, list of required course titles, units, and other completion requirements.

If you select Option 3 or 4, complete fields A, B & C below:

☐ 3. Remove/Delete entry from current college program inventory
☐ 4. Change from ACTIVE to INACTIVE status.

Briefly describe change/update:

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<tr>
<td>B</td>
<td>T.O.P. Code 1305.00</td>
<td>1305.00</td>
</tr>
<tr>
<td>C</td>
<td>Local Title Child Development/Early Care and Education Master Teacher</td>
<td>Child Development/Early Care and Education Master Teacher</td>
</tr>
<tr>
<td>D</td>
<td>Certificate Units 32</td>
<td>32-38 Attach list of required courses.</td>
</tr>
<tr>
<td>E</td>
<td>Degree Units</td>
<td></td>
</tr>
<tr>
<td>F</td>
<td>Degree Type</td>
<td></td>
</tr>
<tr>
<td>G</td>
<td>Year Approved 1970 (last approved changes 2003)</td>
<td>Academic year starting summer 2010</td>
</tr>
<tr>
<td>H</td>
<td>Transfer Status Yes</td>
<td>N/A - Use CCC-510 for Substantial Change.</td>
</tr>
<tr>
<td>I</td>
<td>Occupational Status 1</td>
<td>N/A - Use CCC-510 for Substantial Change.</td>
</tr>
<tr>
<td>J</td>
<td>Date Program Change Approved by Curriculum Committee (month/year) Submitting for approval at the November 2009 meeting</td>
<td></td>
</tr>
<tr>
<td>K</td>
<td>Comments (appear on Inventory of Approved and Projected Programs) Includes all coursework for Teacher certificate, plus two units in adult supervision and mentoring, plus six-unit specialization. Specializations may be in Creative Activities and Environments, Early Intervention, Families and Culture, Infant/Toddler Development, Literacy and Literature, Music, Paraprofessional/Elementary School Teaching Track,</td>
<td></td>
</tr>
</tbody>
</table>
SUBMIT ONE COPY OF THIS FORM AND ALL ATTACHMENTS.
California Community Colleges
Non-Substantial Changes to Approved Program or Change of Active–Inactive Status

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Contact Person: Pam Guerra-Schmidt
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3. Remove/Delete entry from current college program inventory
4. Change from ACTIVE to INACTIVE status.

Briefly describe change/update:

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<td>1305.80</td>
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<tr>
<td>C Local Title</td>
<td>Child Development Administration and Management Site Supervisor</td>
<td>Child Development Administration and Management Site Supervisor</td>
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<tr>
<td>D Certificate Units</td>
<td>32</td>
<td>32–40 Attach list of required courses.</td>
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<tr>
<td>E Degree Units</td>
<td></td>
<td></td>
</tr>
<tr>
<td>F Degree Type</td>
<td></td>
<td></td>
</tr>
<tr>
<td>G Year Approved</td>
<td>1970 (last approved changes 2003)</td>
<td>Academic year starting summer 2010</td>
</tr>
<tr>
<td>H Transfer Status</td>
<td>Yes</td>
<td>N/A - Use CCC-510 for Substantial Change.</td>
</tr>
<tr>
<td>I Occupational Status</td>
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<td>N/A - Use CCC-510 for Substantial Change.</td>
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<tr>
<td>J Date Program Change Approved by Curriculum Committee (month/year) Submitting for approval at the November 2009 meeting</td>
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<tr>
<td>K Comments (appear on Inventory of Approved and Projected Programs)</td>
<td>Includes all coursework for Teacher certificate, plus two units in adult supervision and mentoring, plus six units of administration of children's programs.</td>
<td></td>
</tr>
</tbody>
</table>
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Check one of the four boxes below to indicate the type of change.

If you select Option 1 or 2, complete fields A – K below:

XX☐ 1. Non-substantial change to previously approved program
☐ 2. Change from INACTIVE to ACTIVE status.

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If you select Option 3 or 4, complete fields A, B & C below:
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☐ 4. Change from ACTIVE to INACTIVE status.

Briefly describe change/update:

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<td>B T.O.P. Code</td>
<td>1305.00</td>
<td>1305.00</td>
</tr>
<tr>
<td>C Local Title</td>
<td>Child Development/Early Care and Education Teacher</td>
<td>Child Development/Early Care and Education Teacher</td>
</tr>
<tr>
<td>D Certificate Units</td>
<td>24</td>
<td>24-30 Attach list of required courses.</td>
</tr>
<tr>
<td>E Degree Units</td>
<td></td>
<td></td>
</tr>
<tr>
<td>F Degree Type</td>
<td></td>
<td></td>
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<tr>
<td>G Year Approved</td>
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</tr>
<tr>
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<td>N/A - Use CCC-510 for Substantial Change.</td>
</tr>
<tr>
<td>I Occupational Status</td>
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<td>N/A - Use CCC-510 for Substantial Change.</td>
</tr>
<tr>
<td>J Date Program Change Approved by Curriculum Committee (month/year) Submitting for approval at the November 2009 meeting</td>
<td></td>
<td></td>
</tr>
<tr>
<td>K Comments (appear on Inventory of Approved and Projected Programs)</td>
<td>Includes 3-unit practicum</td>
<td></td>
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</table>
SUBMIT ONE COPY OF THIS FORM AND ALL ATTACHMENTS.
# PROGRAM OF STUDY

## Construction - Carpentry Skills Recognition Award

### REQUIRED COURSES – Complete 13 units

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>INTEC 380</td>
<td>Elementary Carpentry and Construction</td>
<td>5</td>
</tr>
<tr>
<td>INTEC 225</td>
<td>Principles of Electrical Wiring</td>
<td>3</td>
</tr>
<tr>
<td>INTEC 200</td>
<td>Introduction to Mechanical Technology</td>
<td>3</td>
</tr>
<tr>
<td>VOCWE 349ABCD</td>
<td>Work Experience</td>
<td>2</td>
</tr>
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### ELECTIVE COURSES – Complete 2 units

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>INTEC 301</td>
<td>Employability Skills 1</td>
<td>2</td>
</tr>
<tr>
<td>AGM 230</td>
<td>Field Surveying</td>
<td>2</td>
</tr>
<tr>
<td>ENGTC 375</td>
<td>Construction Blueprint Reading</td>
<td>2</td>
</tr>
</tbody>
</table>

**Total Units**: 15

PID 221

MJC Curriculum Committee

November 03, 2009
# PROGRAM OF STUDY

## Journalism A.A. Degree Major

### A.A. Degree Major

To earn an Associate in Arts Degree, the student must complete the MJC Associate Degree Requirements in addition to the coursework below.

### REQUIRED COURSES - Complete 19 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>JRNAL 100</td>
<td>Reporting and Writing for the Media</td>
<td>3</td>
</tr>
<tr>
<td>JRNAL 120C</td>
<td>Student Newspaper Production Staff</td>
<td>3</td>
</tr>
<tr>
<td>RATV 150</td>
<td>Introduction to Mass Communications</td>
<td>3</td>
</tr>
<tr>
<td>FILM 154</td>
<td>Movies With a Message</td>
<td>3</td>
</tr>
<tr>
<td>CMPGR 262</td>
<td>Exploring the World Wide Web</td>
<td>1</td>
</tr>
<tr>
<td>CMPGR 264</td>
<td>Publishing on the World Wide Web</td>
<td>3</td>
</tr>
<tr>
<td>ART 179</td>
<td>Photojournalism</td>
<td>3</td>
</tr>
<tr>
<td>or RATV 138</td>
<td>Writing for Radio &amp; TV</td>
<td>3</td>
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### ELECTIVE COURSES - Complete 3 units

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<th>Title</th>
<th>Units</th>
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<tr>
<td>CGR 224</td>
<td>Illustrator and Electronic Publishing</td>
<td>3</td>
</tr>
<tr>
<td>CGR 331</td>
<td>Typography</td>
<td>3</td>
</tr>
<tr>
<td>CMPGR 252</td>
<td>Desktop Publishing for Computer Graphics</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Units**

22

PID 219

MJC Curriculum Committee

November 03, 2009
# PROGRAM OF STUDY

## Marketing A.A. Degree Major

### A.A. Degree Major

To earn an Associate in Arts Degree, student must complete a minimum of 19 Required Units and meet the MJC Associate Degree Requirements.

### REQUIRED COURSES - Complete a minimum of 19 units

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>BUSAD 210</td>
<td>Business Communication</td>
<td>3</td>
</tr>
<tr>
<td>BUSAD 240</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>BUSAD 245</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>BUSAD 358</td>
<td>Sales and Advertising Promotion</td>
<td>3</td>
</tr>
<tr>
<td>CMPSC 201</td>
<td>General Computer Literacy</td>
<td>3</td>
</tr>
<tr>
<td>CMPGR 215</td>
<td>Business Presentation Graphics</td>
<td>3</td>
</tr>
</tbody>
</table>

### Total Units

19 - 20

PID 222
Proposed Changes to Theatre A.A. Requirements

Current Requirements:

A.A. Degree - Theatre

To earn an Associate in Arts Degree, the student must complete the MJC Associate Degree Requirements in addition to completing the coursework below. Students should consult with a Theatre faculty advisor for selection of Elective Units. Students who plan to transfer to a four-year college or university should consult with a Theatre faculty advisor to ensure that all required transfer courses are completed.

REQUIRED COURSES – COMPLETE 8 UNITS

THETR 100 [1] Introduction to Theatre Arts (3)
THETR 190B [2] Theatre Production Workshop (2)

ELECTIVE COURSES – COMPLETE 12 UNITS

THETR 101 [3] Basic Voice and Articulation (3)
THETR 122 [1] Introduction to Readers' Theatre (3)
THETR 123 [3] Storytelling (3)
THETR 150 [NP] Elements of Playwrighting (3)
THETR 161 [2] Intermediate Acting (3)
THETR 164 [NP] Improvisational Acting (3)
THETR 165 [NP] History of the American Musical Theatre (3)
THETR 175 [NP] Stage Costuming (3)
THETR 178 [3] Introduction to Scenery Design (3)
THETR 182 [3] Practical Stage Lighting (3)
THETR 183 [NP] Fundamentals of Stage Make-Up 1 (1)
THETR 184 [NP] Fundamentals of Stage Make-Up 2 (1)
THETR 190A [NP] Theatre Production Workshop (1)
THETR 192 [NP] Rehearsal and Performance (2)
THETR 196 [NP] Theatre Management (1)
THETR 198 [NP] Special Topics (1-3)

UNITS IN A.A. Major (20)
Proposed Requirements (Starting Fall 2010):

A.A. Degree - Theatre

To earn an Associate in Arts Degree, the student must complete the MJC Associate Degree Requirements in addition to completing the coursework below. Students should consult with a Theatre faculty advisor for selection of Elective Units. Students who plan to transfer to a four-year college or university should consult with a Theatre faculty advisor to ensure that all required transfer courses are completed.

REQUIRED COURSES – COMPLETE 8 UNITS

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
<th>Description</th>
</tr>
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<tbody>
<tr>
<td>THETR 100</td>
<td>[1]</td>
<td>Introduction to Theatre Arts (3)</td>
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<tr>
<td>THETR 190B</td>
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<td>Theatre Production Workshop (2)</td>
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ELECTIVE COURSES – COMPLETE 10 UNITS FROM GENERAL CATEGORY

<table>
<thead>
<tr>
<th>Course</th>
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<tr>
<td>THETR 101</td>
<td>[3]</td>
<td>Basic Voice and Articulation (3)</td>
</tr>
<tr>
<td>THETR 122</td>
<td>[1]</td>
<td>Introduction to Readers’ Theatre (3)</td>
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<tr>
<td>THETR 123</td>
<td>[3]</td>
<td>Storytelling (3)</td>
</tr>
<tr>
<td>THETR 131</td>
<td>[NP]</td>
<td>Fundamentals of Choreography (2)</td>
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<td>THETR 150</td>
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<td>Elements of Playwriting (3)</td>
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<td>THETR 156</td>
<td>[NP]</td>
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<td>THETR 157</td>
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<td>THETR 159</td>
<td>[NP]</td>
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<td>THETR 161</td>
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<tr>
<td>THETR 165</td>
<td>[NP]</td>
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</tr>
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<td>THETR 182</td>
<td>[3]</td>
<td>Practical Stage Lighting (3)</td>
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<tr>
<td>THETR 183</td>
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<td>THETR 194</td>
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<td>THETR 198</td>
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<td>Special Topics (1-3)</td>
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ELECTIVE COURSES – COMPLETE 2 UNITS FROM THE MOVEMENT CATEGORY

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<td>THETR 170X,A</td>
<td>[NP]</td>
<td>Hip Hop (1/2, 1)</td>
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<tr>
<td>THETR 185X,A</td>
<td>[NP]</td>
<td>Beginning Modern Dance (1/2, 1)</td>
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<tr>
<td>THETR 186X,A</td>
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<tr>
<td>THETR 187X,A</td>
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<td>Advanced Modern Dance (1/2, 1)</td>
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<td>THETR 188</td>
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<td>Jazz Dance (1)</td>
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<td>THETR 189</td>
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<td>Ballet 1 (1)</td>
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<td>THETR 195</td>
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<td>Movement for the Performing Artist (3)</td>
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UNITS IN A.A. Major (20)
MUSIC PROGRAM

Certificate of Achievement:

Recording Arts

REQUIRED COURSES - COMPLETE 11 UNITS

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<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
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<td>MUSC 112</td>
<td>RECORDING ARTS 2</td>
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<td>MUSC 126</td>
<td>MUSIC PRODUCTION FOR MULTIMEDIA</td>
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<tr>
<td>MUSC 121</td>
<td>INTRODUCTION TO THE SYNTHESIZER AND MIDI</td>
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<tr>
<td>MUSG 111</td>
<td>INTRODUCTION TO AMERICAN POPULAR MUSIC</td>
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ELECTIVE COURSES - COMPLETE 7 UNITS

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<td>MUST 101</td>
<td>MUSIC FUNDAMENTALS 1</td>
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<td>MUSA 121</td>
<td>ELEMENTARY PIANO</td>
<td>1</td>
</tr>
<tr>
<td>MUSG 101</td>
<td>MUSIC APPRECIATION</td>
<td>3</td>
</tr>
<tr>
<td>MUSG 112</td>
<td>THE HISTORY OF THE BEATLES</td>
<td>3</td>
</tr>
<tr>
<td>RATV 131</td>
<td>INTRODUCTION TO RADIO PRODUCTION</td>
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<tr>
<td>RATV 134</td>
<td>TELEVISION STUDIO PRODUCTION</td>
<td>3</td>
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</tbody>
</table>

TOTAL UNITS REQUIRED FOR CERTIFICATE OF ACHIEVEMENT...........18
California Community Colleges
APPLICATION FOR APPROVAL—NEW CREDIT PROGRAM

Recording Arts
Proosed Program Title
Modesto Junior College
College
Yosemite Community College District
District
January 2010
Projected Program Start Date
Goal(s) of Program (Check All That Apply):
☐ Career Technical Education (CTE) ☐ Transfer ☐ Other

Type of Program (Check All That Apply):
☐ A.A. Degree ☐ A.S. Degree Certificate of Achievement:
☒ 18+ semester (or 27+ quarter) units
☒ 12-18 semester (or 18-27 quarter) units

Planning Summary

<table>
<thead>
<tr>
<th>Recommended T.O.P. Code</th>
<th>Estimated FTE Faculty Workload</th>
<th>67% load per semester</th>
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<tr>
<td>100500</td>
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<tr>
<td>Units for Degree Major or Area of Emphasis</td>
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<td>Total Units for Degree</td>
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<td>Required Units-Certificate</td>
<td>Cost of New/Remodeled Facility</td>
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<tr>
<td>Projected Annual Completers</td>
<td>Est. Cost, Library Acquisitions</td>
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<tr>
<td>Projected Net Annual Labor Demand (CTE)</td>
<td>When will this program undergo review as part of college’s Program Evaluation Plan?</td>
<td>Month/Semester Fall Year 2010</td>
</tr>
</tbody>
</table>

Development Criteria Narrative & Documentation

Attach a document that describes the development of the proposed program, addressing the five criteria as listed below. Number the sections of the narrative to match the lists below. If appropriate, you may note that a section is “not applicable” but do not re-number the sections. Provide documentation in the form of attachments as indicated.

Criteria A. Appropriateness to Mission
1. Statement of Program Goals and Objectives
2. Catalog Description
3. Program Requirements
4. Background and Rationale

Criteria B. Need
5. Enrollment and Completer Projections
6. Place of Program in Curriculum/Similar Programs
7. Similar Programs at Other Colleges in Service Area
8. Labor Market Information & Analysis (CTE only)
9. Employer Survey (CTE only)
10. Explanation of Employer Relationship (CTE only)
11. List of Members of Advisory Committee (CTE only)
12. Recommendations of Advisory Committee (CTE only)
Attachment: Labor / Job Market Data (CTE only)
Attachment: Employer Survey (CTE only)
Attachment: Minutes of Key Meetings

Criteria C. Curriculum Standards
13. Display of Proposed Sequence
14. Transfer Applicability (if applicable)
Attachment: Outlines of Record for Required Courses
Attachment: Transfer Documentation (if applicable)

Criteria D. Adequate Resources
15. Library and/or Learning Resources Plan
16. Facilities and Equipment Plan
17. Financial Support Plan
18. Faculty Qualifications and Availability

Criteria E. Compliance
19. Based on model curriculum (if applicable)
20. Licensing or Accreditation Standards
21. Student Selection and Fees

Submit Original and One Copy of This Form and All Attachments
MJC Curriculum Committee
November 03, 2009
### Proposed Program Title
Recording and Live Sound

### College
Modesto Junior College

#### LIBRARY AND LEARNING RESOURCES
Library and learning resources needed to fulfill the objectives of the program are currently available or are adequately budgeted for.

<table>
<thead>
<tr>
<th>DATE</th>
<th>SIGNATURE, CHIEF LIBRARIAN/LEARNING RESOURCES MANAGER</th>
<th>TYPED OR PRINTED NAME</th>
</tr>
</thead>
</table>

**CAREER TECHNICAL EDUCATION ONLY:**
Program fulfills the requirements of employers in the occupation, provides students with appropriate occupational competencies, and meets any relevant professional or licensing standards.

<table>
<thead>
<tr>
<th>DATE</th>
<th>SIGNATURE, ADMINISTRATOR OF CTE</th>
<th>TYPED OR PRINTED NAME</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>DATE</th>
<th>SIGNATURE, CHAIR, CTE ADVISORY COMMITTEE</th>
<th>TYPED OR PRINTED NAME</th>
</tr>
</thead>
</table>

Program was recommended for approval by Regional Occupational Consortium on (date).

<table>
<thead>
<tr>
<th>DATE</th>
<th>SIGNATURE, CHAIR, REGIONAL CONSORTIUM</th>
<th>TYPED OR PRINTED NAME</th>
</tr>
</thead>
</table>

#### LOCAL CURRICULUM APPROVAL
Program and courses within the program have been approved by the curriculum committee and instructional administration, and satisfy all applicable requirements of Title 5 regulations.

<table>
<thead>
<tr>
<th>DATE</th>
<th>SIGNATURE, CHAIR, CURRICULUM COMMITTEE</th>
<th>TYPED OR PRINTED NAME</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>DATE</th>
<th>SIGNATURE, ARTICULATION OFFICER</th>
<th>TYPED OR PRINTED NAME</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>DATE</th>
<th>SIGNATURE, CHIEF INSTRUCTIONAL OFFICER</th>
<th>TYPED OR PRINTED NAME</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>DATE</th>
<th>SIGNATURE, PRESIDENT, ACADEMIC SENATE</th>
<th>TYPED OR PRINTED NAME</th>
</tr>
</thead>
</table>

### COLLEGE PRESIDENT
All provisions of Title 5, Chapter 6 have been considered. The college is prepared to support establishment and maintenance of the proposed instructional program.

<table>
<thead>
<tr>
<th>DATE</th>
<th>SIGNATURE, PRESIDENT OF THE COLLEGE</th>
<th>TYPED OR PRINTED NAME</th>
</tr>
</thead>
</table>

### DISTRICT APPROVAL
On (date), the governing board of the District approved the instructional program attached to this application.

<table>
<thead>
<tr>
<th>DATE</th>
<th>SIGNATURE, SUPERINTENDENT/CHANCELLOR OF DISTRICT</th>
<th>TYPED OR PRINTED NAME</th>
</tr>
</thead>
</table>

**SUBMIT ORIGINAL AND ONE COPY OF THIS FORM AND ALL ATTACHMENT**

MJC Curriculum Committee

November 03, 2009
Criteria A. Appropriateness to Mission

1. Statement of Program Goals and Objectives

The goal of the Recordings Arts Certificate program is to provide basic theory, skills, training and practical experiences in the audio arts so students are prepared for a career position in the area of audio or are able to move on to upper division work at a four-year institution.

Specific Occupations

Audio engineering career paths include recording engineer, broadcast engineer, live sound reinforcement, music production, audio sales consultant, audio post-production, sound effects editor, multi-media/internet audio, and audio/music education.

Basic Occupational Competencies

a. Identify and utilize the basic elements of sound and acoustics in the recording, live sound process.
b. Follow the signal flow in the recording studio and on stage sound reinforcement systems.
c. Demonstrate the ability to select and correctly place microphones for sound capture.
d. Record, mix and master a music group in the recording studio with multiple tracks and microphones.
e. Manage and produce a recording session.
f. Plan and employ the use of analog and digital mixing consoles, multi-track recorders and outboard signal processing equipment for audio recording and sound reinforcement.
g. Evaluate and demonstrate the use of recording, sequencing, and notation software.
h. Design and implement an effective live recording or sound reinforcement strategy.

2. Catalog Description

Commercial Music: Recording Arts Certificate of Achievement

The Commercial Music: Recording Arts program provides students the basic skills needed to enter a career in audio engineering. Core classes in
the theory and art of recording are coupled with practical laboratory experiences in order to prepare the student for further study at a four-year institution or for an entry-level audio career position.

3. Program Requirements

**REQUIRED COURSES - COMPLETE 11 UNITS**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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</thead>
<tbody>
<tr>
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<td>2</td>
</tr>
<tr>
<td>MUSC 112</td>
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<tr>
<td>MUSG 111</td>
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**ELECTIVE COURSES - COMPLETE 7 UNITS**

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<tbody>
<tr>
<td>MUSC 122</td>
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<tr>
<td>MUST 101</td>
<td>MUSIC FUNDAMENTALS 1</td>
<td>3</td>
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<tr>
<td>MUSA 121</td>
<td>ELEMENTARY PIANO</td>
<td>1</td>
</tr>
<tr>
<td>MUSG 101</td>
<td>MUSIC APPRECIATION</td>
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</tr>
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<td>MUSG 112</td>
<td>THE HISTORY OF THE BEATLES</td>
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</tr>
<tr>
<td>RATV 131</td>
<td>INTRODUCTION TO RADIO PRODUCTION</td>
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<tr>
<td>RATV 134</td>
<td>TELEVISION STUDIO PRODUCTION</td>
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</tbody>
</table>

**TOTAL UNITS REQUIRED FOR CERTIFICATE OF ACHIEVEMENT**........18

4. Background and Rationale

The Commercial Music program has grown out of the Electronic Music classes offered at Modesto Junior College for the past twenty years. With the donation of some older recording equipment to the college, some eight years ago, a Recording Studio Techniques class was offered for students wanting to explore recording. Now, the renovation of the Performing and Media Arts Center with brand new state-of-the-art recording, radio, television, film facilities, classrooms, and laboratories, new classes have been added to further the students’ knowledge in recording arts, multimedia production, and electronic music.

With the renaissance of live music and recording facilities in the downtown Modesto center and the surrounding areas, such as, The Gallo Center, The State Theater, The Creation Lab, and Fat Cat, the need for live sound, audio-visual, and recording engineers has increased in the last ten years. Qualified audio engineers are needed for these facilities and many more in the local area. Recording Certificates or Associate of Arts degrees in Commercial Music are not offered at San Joaquin Delta College or Merced College. The closest program would be in the Sacramento or East Bay Area. The Modesto Junior College Recording Arts Certificate...
program would provide qualified audio technicians to the local job market as its primary goal. Transferrable state college elective classes would also be part of its function.

**Criteria B. Need**

5. Enrollment and Completer Projections

   a. Number of sections of core courses to be offered annually: 8
   b. Annual enrollment: 200
   c. Program completers per year at the end of the second year: 10
   d. Program completers per year at the end of the fifth year: 20

6. Place of Program in Curriculum/Similar Programs

   The Commercial Music program offers concurrent class sections in the Radio and Film-Television areas. Recording Arts 1 MUSC 111 is also offered as RATV 172 and Music Production for Multimedia 126 is also offered as RATV 168. These classes will be considered electives in the Radio and Television A. A. degree and Certificate programs. RATV 131 Introduction to Radio Production and RATV 134 Television Studio Production will also be elective in the Recording Arts Certificate program. All three areas offer skills that effective for the students in the other areas. The Recording Arts classes would also be appropriate for the Music A. A. degree program. Students in all four areas could easily move between programs.

7. Similar Programs at Other Colleges in Service Area

   San Joaquin Delta College offers three classes in the recording area, Music 42 Audio Recording Techniques, Music 43a Digital Audio Workstations and Music 43b Advanced Digital Audio Workstations. However, Delta College doesn’t offer a certificate of degree program in the recording area. These classes could function as equivalent, transferable classes for the required and elective courses in the MJC Recording Arts Certificate program. A Delta College student could complete part of the Recording Arts Certificate requirements at Delta and then complete the rest of the program at MJC. The MJC Recording Arts program provides recording skills with the added emphasis of music production and composition within the classes of the proposed certification program. Students put on their own concert of original compositions to gain composing, live sound and concert preparation experience. In addition, the brand new MJC Recording Studio, Media Center and Performing Arts live sound facilities feature state-of-art equipment would provide The Recording Arts program with training on current standard equipment.
I have been contact with the faculty at California State University Stanislaus. They have two upper division recording classes that our students can feed into and the certificate program would help them prepare for these classes.

I am also in contact the The University of the Pacific Recording and Music Management faculty in what they are looking for preparation for their programs. They are emphasizing basic recording skills.

8. Labor Market Information & Analysis (CTE only)

TOP code 100500 Commercial Music
Seven positions annually as a music teacher.

Attachment: Labor / Job Market Data (CTE only)

9. Employer Survey (CTE only)

From the four employers listed in section 11, an anticipated 5 to 10 hires a year from an informal verbal survey of the members. If we include the four other main music stores, three other major performance spaces, four recording studios and four live sound companies in the Modesto area, the number could rise to 10 to 20. Turlock, Manteca, Tracy Oakdale and Merced also have a fair number audio engineering opportunities available to completers of the program.

Attachment: Employer Survey (CTE only) Not applicable

10. Explanation of Employer Relationship (CTE only)

Most of the employers from section 11 expressed an interest in having interns at their facilities with the offer of employment after completion of the program. They would be willing to open their facilities for a tour or possible limited training. However, Modesto Junior College has all the facilities necessary to support the different areas of the program.

11. List of Members of Advisory Committee (CTE only)

Brian Svoboda, Audio Manager, The Gallo Center for the Performing Arts
A Major Performing Arts Center in Modesto, CA

Michael Everett, Head Engineer, The Creation Lab Recording Studios
Professional Quality Recording and Video Facility in Turlock, CA

Gil Sabatini, Store Manager, Skips Music
Large Music Store in Modesto, Elk Grove and Sacramento, CA
Todd Harringer, Head Engineer, The Fat Cat Lounge
The main pop music performance space in Modesto, CA

These four businesses hire audio engineers, front of house and monitor engineers, audio and visual equipment setup employees, recording engineers, audio/video editors and music equipment sales persons.

12. Recommendations of Advisory Committee (CTE only)

Recording: Emphasize basic skills, acoustics, microphones, microphone placement, maintenance and calibration of recording equipment and signal flow.

Sound reinforcement: Handling and placement of microphones. The ability to run a live sound mixing console and monitor system.

Criteria C. Curriculum Standards

13. Display of Proposed Sequence

Semester 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
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Semester 2

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Semester 3

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14. Transfer Applicability (if applicable)

   Not applicable

Attachment: Outlines of Record for Required Courses

Attachment: Transfer Documentation (if applicable)

   Not applicable

Criteria D. Adequate Resources

15. Library and/or Learning Resources Plan

   Textbooks held on reserve

16. Facilities and Equipment Plan

   Eventual expanding and upgrading of facilities and equipment.

17. Financial Support Plan

   Existing program funds

18. Faculty Qualifications and Availability

   Main faculty part-time with minimum state qualification and 34 years experience in the program area. Desirable to have a full-time faculty position to cover all the course offerings per semester.

   Elective classes taught by a combination of existing full-time and part-time faculty. No new hires need to added for this program to start.

Criteria E. Compliance

19. Based on model curriculum (if applicable)

   Not applicable

20. Licensing or Accreditation Standards

   None

21. Student selection and fees

   Not applicable, fees currently $5 material fee
**Language Studies Degree Changes:**

**Action Item:** Change the wording from “complete 14 units in one or two languages” to “complete 19 units in two languages”. This will change the total units of the AA major in Language Studies to 25 units. The following changes also need to be noted in the second paragraph of the AA major description:

1) The Language Studies degree is designed for transfer-oriented students. To earn the degree, the student must complete a minimum of 20 units from the following course list in addition to the CSUGE or IGETC pattern. Language Studies majors should consult with a counselor to select the appropriate GE pattern. Students who complete MJC-GE pattern will not be eligible for degree.

2) **REQUIRED COURSES-COMPLETE 17 UNITS 22 UNITS**

**Action Item:** Add the following courses as options under the REQUIRED COURSES: Spanish 109, Spanish 110 and Italian 101 (if not already there).

**Action Item:** Add the following to the ELECTIVE COURSES section: English 176

---

**Catalog Text**

Even though English is widely spoken in much of the world, many things are lost in translation. Learning another language opens the mind to new ideas and new ways of looking at the world. Speaking more than one language enables you to explore other people’s culture, and in turn, it helps you to understand your own. On a more practical level, speaking more than one language is a skill which will increase your marketability in today’s global market. Schools and employers tend to prefer candidates who can utilize more than one language.

The language studies degree has been designed for students who plan to transfer to a four-year college or university. Students who complete the Language Studies AA Degree in preparation for will enhance their communication abilities, cultural awareness, and critical thinking skills in English as well as two other languages. To earn the Language Studies AA Degree, the student must complete a minimum of 25 units from the following course list in addition to the CSUGE or IGETC pattern. Language studies majors should consult with a counselor to select the appropriate GE pattern.
## PROGRAM OF STUDY

### Professional Selling Certificate of Achievement

To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

### REQUIRED COURSES - Complete 27 units

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### ADDITIONAL ELECTIVE COURSES - Complete 3 units

Any courses in Business Administration, Computer Science, or Office Administration

**Total Units**

30
Curriculum Colleagues –

In perusing the packet of courses, you’ll see that there are a BUNCH of classes from SME. This is to be expected, since the biology department is pushing through the bulk of its offerings as required by the five-year matrix. It’s just our turn!

However, in perusing our offerings we noted a significant GAP in our curriculum. We don’t currently have a Human Biology course – an introductory course in biology from the human perspective, using humans as the main object lesson. As you can see in the attachment, this is a very popular course across the state, and likewise across the country as evidenced by the number of textbooks available to choose from.

We’ve long felt that Bio 111, our general biology course designed for non-majors, has done a good job of preparing students for allied health fields. But having studied the curriculum for both that course and this new course we’re proposing for your approval, Bio 116-Biology: A Human Perspective, we believe that the new human biology course will be an even better preparation for nursing and other students heading into the health fields.

In addition, we’ve had an uncomfortable ‘hiccup’ in the prerequisite stream for the nursing prep package of courses. For many years, AP50 (Elementary Human Anatomy-Physiology) has served as a prereq for Anatomy 125 but not for Physiology 101 or Microbiology 101, because the prerequisite biological knowledge for those courses required at least Bio 111. SO… we’ve had students take AP50 to get into Anatomy 125, then learn that they need another biology class, one that would have served to get into anatomy and physio and micro. Needless to say, this has been very frustrating for students and detrimental to student success.

The package of courses before you from the SME division consists of two distinct ‘batches’ if you will:

1. Full, periodic five-year review of the regular ‘biology’ curriculum – including BIO and BOT (botany) courses (the committee previously reviewed and approved our Zoology 101 course). This includes the adoption of the new BIO 116 class, per your approval of course.

2. A systemic change in the prerequisites for Anatomy 125, AP150, Physiology 101, and Microbiology 101. Please note that ALL of these courses are up for the full five-year periodic review in Spring 2011. The purpose of their inclusion here is to serve students by clarifying and adjusting their prereqs. In all cases, their prereq will be Bio 111 OR Bio 116, plus other courses in chemistry or anatomy as required. But the second biology option will give students an opportunity to focus on the human example from the outset of their nursing careers.

Also note that for these outlines, we did not complete every single detail. Most notably, it will take significant discussion within the department to break out the laboratory content and objectives from the regular lecture content and objectives. In addition, we did not update textbooks or do extensive work on assignments and methods of instruction. We do not consider these to be full reviews, and do not intend for their approval to trigger a new 5-year cycle. You should expect to see the full outlines next spring with attention to all these details. We request that you approve the prerequisite change in the interest of serving students most effectively.

In perusing some comments in the approval windows in CurricUNET, I note that people have asked a couple of key questions. Here are some answers:
Question: What is the prerequisite justification?

Answer: These are ‘sequential within the discipline.’ In the state minimum qualifications document, they only list BIOLOGY, with no separate category for anatomy/physiology or microbiology. Hence, all of these are truly biology courses, and any of them listing another bio class as a prerek is done according to the experts in the field – within the discipline.

Question: Are there other schools using Human Biology as a prerek for Anatomy and Physiology and Microbiology?

Partial answer: I pulled up the ASSIST reports for “Human Biology” (attached) and “Anatomy” and did some checking. Below I’ve listed several schools that use Human Bio as a prerek for Anatomy. Note that most of the courses in ASSIST do not have the full pdf of the outline, so it’s impossible to tell what prereqs the might have in place. It’s very likely that several more colleges have the same prerek for their anatomy course.

- Butte – Anatomy prerek = Bio 1, 2, or 8: Bio 2=Human Bio
- Fresno City – Anatomy prerek = bio 1 or 5: Bio 5 = Human Bio
- Fresno City – Integrated Anat/Phys prerek = bio 1 or 5: Bio 5 = Human Bio
- LA Southwest College – Integrated Anat/Phys prerek = Bio 3 or 5: Bio 5 = Human Bio
- Mission – Anatomy Prerek = biosc 11: Biosc 11 = Human bio

Hope all this detail hasn’t put you to sleep! The short version: please approve the prerek changes for our nursing track courses. We really think this is a good move to help student success!

Respectfully,

Brian K. Sanders
Dean for Science, Mathematics, and Engineering
Modesto Junior College
435 College Ave, Modesto, CA  95350
(209) 575-6701
sandersb@mjc.edu
### Curriculum Course Search Report

Number of courses: 91

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