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**District Technical Review Workgroup - Instructional (DTRW-I)**

**AGENDA**

**April 9, 2015 - 1:00 – 3:00 p.m.  
DAC, Lakin Boardroom**

- **Approval of March 12, 2015 Meeting Notes**
- **Curriculum Submissions**

**MOORPARK COLLEGE**

**New Degrees**

Associate in Science in Biology for Transfer (AS-T), 38-39

Associate in Arts in Elementary Teacher Education for Transfer (AA-T), 60

Associate in Science in Nutrition and Dietetics for Transfer (AS-T), 28-30

**Revised Degree**

Associate in Science in Engineering, ~~45~~**46-50**

**New Course**

GEOL M121, Earth Science with Lab, 4

**OXNARD COLLEGE**

There was no submission.

**VENTURA COLLEGE**

**New Degrees/Programs**

Associate in Science for Transfer Degree

Nutrition and Dietetics, 27-28 units

**New Courses**

ATEB N106, Workplace and Business Essentials, Noncredit

A TEC N101, Career Exploration and Discovery, Noncredit

A TEC N105, Skills for Employability, Noncredit

A TEM N102, Math for Employment, Noncredit

A TET N104, Principals of Technology, Noncredit

A TET N107A, Technical Reference interpretation and Blueprint Reading, Noncredit

A TET N108, Occupational Safety in the Workplace, Noncredit

A TET N109, Principals of Technology - Tool and Machines, Noncredit

A TEW N103, Writing for Employment, Noncredit

ICA V25, Intercollegiate Sand Volleyball: Women, 4 units

**OLD BUSINESS:**

- Fall 2015-2016 Registration Date

**NEW BUSINESS:**



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- Annual Committee Self-Appraisal for DTRW-I – review results (survey copies to be brought into meeting)

**BP/AP Status**

- BP/AP 4105 has gone forward to Chancellor's Cabinet, Consultation Council, and to the Board in April for full approval,
- BP/AP 5570 Student Credit Card Solicitations – passed review with DOC/DCAS – moved forward to Cabinet and Policy Committee for March and returned to the April Policy and Legislative Committee for clarification regarding whether there is a need for an administrative procedure.

Next Meeting Date: September 10 – 1 pm – DAC Lakin Boardroom  
Submission deadline: September 4, 2015 (Labor Day Holiday is on September 7, 2015)

Ventura County Community College District

**2014-2015 Academic Year**  
**District Technical Review Workgroup – Instructional (DTRW-I)**  
**Meeting Notes**

March 12, 2015 - 1:00 p.m. – 3:00 p.m.

**MEETING NOTES PRIOR TO APPROVAL AT 4.09.15 DTRW-I MEETING**

**Members:** Chancellor’s Designee: Lori Bennett, Chair (MC)  
 Faculty Co-Chair: Linda Kama’ila (OC)  
 Executive Vice Presidents: Lori Bennett (MC), Raul Cardoza (OC), Patrick Jefferson (VC)  
 Faculty Co-Chairs of Curriculum Committees: Shannon Davis (OC), Jerry Mansfield (MC), Angelica Gonzales (VC)  
 Articulation Officers: Shannon Davis (OC), Letrisha Mai (MC), Gloria Arevalo (VC)  
 Academic Senate Presidents: Linda Kama’ila (OC), Mary Rees (MC), Alex Kolesnik (VC)  
 Policy and Administrative Procedures: Clare Geisen (DAC) (Policy/procedure, Chancellor’s Cabinet Liaison/guest)

**Absent:** Clare Geisen

**Recorder:** Laurie Nelson-Nusser

**Notes:**

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<b>Approval of February 12, 2015 Meeting Minutes</b>	Dr. Bennett welcomed everyone to DTRW-I and the meeting commenced at 1:10 pm.  The February 12, 2015 meeting notes were approved as presented			
<b>CURRICULUM SUBMISSIONS</b>				
<b>New Degrees/Courses/Revised Courses</b>  <b>Moorpark/Oxnard/Ventura Submissions</b>	<b>Curriculum Submissions:</b>  <u><b>MOORPARK COLLEGE</b></u> <b>Deleted Degrees/Programs</b> Physical Education: Human Performance Associate in Arts (AA), 32.5 Child Development – Infant/Toddler Certificate of Achievement, 24 Child Development – Master Teacher Certificate of			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
	<p>Achievement, 24  Child Development – Preschool Certificate of Achievement, 24  Child Development – School Age Child Care Certificate of Achievement, 27  Child Development – Site Supervisor Certificate of Achievement, 33  Child Development – Teacher Permit Certificate of Achievement, 25  Therapeutic Massage Certificate of Achievement, 13  <b>Recommendation:</b> These deleted degrees/programs will go forward to Chancellor’s Cabinet, Consultation Council, and subsequently to the Board for full approval.</p> <p><b>New Programs</b>  FTVM – Directing Proficiency Award, 9.0-10  FTVM – Editing Proficiency Award, 9.0-10  <b>Recommendation:</b> These new programs will go forward to Chancellor’s Cabinet, Consultation Council, and subsequently to the Board for full approval.</p> <p><b>New Courses</b>  ENGL M12L, Engineering Materials Laboratory, 1 – “ENGL” will be corrected to ENGR.  FTVM M45A, Beginning Radio and Podcasting, 3  FTVM M45B, Intermediate Radio and Podcasting, 3  FTVM M75, Digital Asset Management, 3  GAM M80, Internship in Game Design, 3  GAM M102, Game Design Technologies, 3  MUS M09AH, Honors: Music History I, 3  MUS M09BH, Honors: Music History II, 3  TTHA M50, Performing Arts Management, 3  <b>Recommendation:</b> These new courses will go forward to Chancellor’s Cabinet, Consultation Council, and subsequently to the Board for full approval with minor corrections.</p> <p><b>Revised Courses</b></p>			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
	<p>DANC M56, Performing Dance Ensemble, 2  EATM M27, Animal Ethical and Legal Issues, 42  ENGR M20, Electrical Engineering Fundamentals, 3  GR M90, Design Portfolio, 23  MATH M07, College Algebra and Trigonometry, 5-6 –  There was discussion regarding this course's units as only 5 units are transferrable. This item will go forward to meet state curriculum deadlines but will be discussed at campus regarding how it aligns with CID requirements and descriptors.</p> <p>MM M90, Design Portfolio, 23.0  <b>Recommendation:</b> These revised courses will go forward to Chancellor's Cabinet, Consultation Council, and subsequently to the Board for full approval.</p> <p><b><u>OXNARD COLLEGE</u></b>  There was no submission from Oxnard College.</p> <p><b><u>VENTURA COLLEGE</u></b>  <b>New Degrees/Programs</b>  Associate in Science for Transfer Degree  Nutrition and Dietetics, 27-28 units – pulled</p> <p>Associate of Science Degree/Certificate of Achievement:  Police Science: Basic Law Enforcement Academy, 32 units – there will be a correction to replace the wrong course description before sending forward to the Board.</p> <p>Associate of Science Degree/Certificate of Achievement:  Social Media Marketing, 20 units  <b>Recommendation:</b> These new degrees/programs, with the exception of Nutrition and Dietetics, will go forward to Chancellor's Cabinet, Consultation Council, and subsequently to the Board for full approval.</p> <p><b>New Courses</b>  BUS V49, Introduction to Social Media Marketing, 3  HED V20, Introduction to Public Health, 3  HED V24, Drugs, Health, and Society, 3</p>			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
	POSC V01, Basic Law Enforcement Academy, 32 <b>Recommendation:</b> These new courses will go forward to Chancellor's Cabinet, Consultation Council, and subsequently to the Board for full approval.			
<b>OLD BUSINESS</b>				
<b>BP/AP 4105 Distance Education</b>	BP/AP 4105 will go forward to Chancellor's Cabinet, Policy and Legislative Committee, Consultation Council, and subsequently to the Board for full approval with revision to Item 4 "'Ventura" will be revised to add "Community College District."			
<b>New Business</b>				
<b>Catalog Discussion – Linda Kama'ila/Mary Rees</b>	Consistency is required between all colleges for the informational sections of the catalog and all three Executive Vice Presidents are working together to achieve this goal.			
<b>Annual Committee Self-Appraisal</b>	Dr. Bennett reminded the workgroup to take the Self-Appraisal Survey prior to deadline of March 19 by 5 pm.			
<b>Earlier Registration Dates for Summer and Fall</b>	<p>Dr. Bennett reported out on the Cabinet meeting regarding summer/fall registration dates and indicated the EVP's will coordinate all issues with IT, admissions and records, catalog deadlines, etc., and will provide feedback to the campuses with next steps. Earlier registration will not go into effect until fall of 2016. The fall 2016 registration date will be added to the April DTRW-I meeting.</p> <p>In February, there was discussion regarding allowing earlier registration dates which have been proposed Districtwide. There was discussion regarding the impact on the various aspects of this issue including catalog deadlines and timing of curriculum submissions to the State Chancellor's Office, as well as Banner issues.</p>	Add fall 2015/16 registration date to April agenda	4/3/15	Laurie Nusser
<b>Adjournment</b>	Dr. Bennett adjourned the meeting at 3:00 pm.			
<b>Next Meeting Date:</b>	April 9, 2015 – 1 pm, DAC Lakin Boardroom Submission deadline: April 3, 2015			

## MOORPARK COLLEGE

### New Degrees

	<b>Units</b>
Associate in Science in Biology for Transfer (AS-T)	38-39
Associate in Arts in Elementary Teacher Education for Transfer (AA-T)	60
Associate in Science in Nutrition and Dietetics for Transfer (AS-T)	28-30

### Revised Degree

Associate in Science in Engineering	<del>45</del> <b>46-50</b>
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### New Course

GEOL M121	Earth Science with Lab	4
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## New Degrees

### Associate in Science in Biology for Transfer (AS-T)

The Associate in Science in Biology for Transfer (AS-T in Biology) is intended for students who plan to transfer and complete a bachelor's degree in Biology at a CSU campus. Students completing this AS-T degree are guaranteed admission to the CSU system but not necessarily to a particular campus or major of choice. Students should consult with a counselor for more information on admission to specific universities and their transfer requirements as individual schools may require different or additional course work to that listed for the AS-T in Biology.

To earn an AA-T in Elementary Teacher Education, students must complete the following:

1. 60 semester or 90 quarter CSU transferable semester units.
2. Minimum grade point average (GPA) of at least 2.0 in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA.
3. Complete of 38 specified major units. All courses in the major must be completed with a grade of C or better or a "P" if the course is taken on a "pass-no-pass" basis (Title 5 § 55063). Even though a "pass-no-pass" is allowed, it is recommended that students complete their major courses with a grade.
4. Certified completion of the Intersegmental General Education Transfer Curriculum for Science, Technology, Engineering, Math (IGETC for STEM) pattern.

#### REQUIRED CORE – Complete the following courses (10 units)

		Units
BIOL M02A/H	General Biology I/Honors	5
BIOL M02B	General Biology II	5

#### LIST A – Complete the following courses (15 units)

CHEM M01A/H	General Chemistry I/Honors	5
CHEM M01B	General Chemistry II	5
MATH M25A/H	Calculus with Analytic Geometry I/Honors	5

#### Physics Requirement: select one Physics sequence with corresponding labs (10 units)

PHYS M10A	General Physics I <u>and</u>	4
PHYS M10AL	General Physics I Lab <u>and</u>	1
PHYS M10B	General Physics II <u>and</u>	4
PHYS M10BL	General Physics II Laboratory	1
<b>or</b>		
PHYS M20A	Mechanics of Solids and Fluids <u>and</u>	4
PHYS M20AL	Mechanics of Solids and Fluids Lab <u>and</u>	1
PHYS M20B	Thermodynamics, Electricity and Magnetism <u>and</u>	4
PHYS M20BL	Thermodynamics, Electricity and Magnetism Laboratory	1



**LIST B- select and complete one course (3-4 units)**

GEOL M03	Earth History	3
HED M07	Personal Health	3
MATH M15/H	Introductory Statistics/Honors	4
MATH M16A	Applied Calculus I	3
MATH M16B	Applied Calculus II	3
PSY M01/H	Introduction to Psychology/Honors	3
PSY M02/H	Introduction to Behavioral Neuroscience/Honors	3
PSY M07	Developmental Psychology (Life Span)	3
<b>TOTAL MAJOR</b>		<b>38-39</b>
IGETC for STEM		31
Total units that may be double-counted		(10-13)
Elective (CSU Transferable)		1-4
Total Degree Units (maximum)		60

**The Associate in Arts in Elementary Teacher Education for Transfer (AA-T)**

The Elementary Teacher Education program is designed for students who aspire to become elementary or special education teachers, and offers a breadth of study across disciplines. Elementary Teacher Education incorporates subject matter that prepares students to teach elementary education level subjects including science, mathematics, literature, history, geography and the arts.

Elementary Teacher Education coursework will also introduce theories of education and child development, as well as provide an early field experience. Students who complete these interdisciplinary courses will be able to:

1. demonstrate college-level skills in written English, oral communications, math, and critical thinking;
2. demonstrate a basic grasp of the disciplines most commonly taught in elementary schools in California, including physical science, biology, art, literature in a cultural or geographic context, world geography, United States history, and United States government;
3. demonstrate a basic grasp of child growth and development.

The Associate in Arts in Elementary Teacher Education for Transfer (AA-T) is intended for students who plan to transfer and complete a bachelor's degree in Liberal Studies/Integrated Teacher Education, or a similar major at a CSU campus. Students completing this AA-T degree are guaranteed admission to the CSU system, but not necessarily to a particular CSU campus or major of their choice. Students should consult with a counselor for more information on university admission and transfer requirements as this AA-T in Elementary Teacher Education may not be the best option for students intending to transfer to a particular CSU campus or to a college or university that is not part of the CSU system.

To earn an AA-T in Elementary Teacher Education, students must complete the following:

1. 60 semester or 90 quarter CSU transferable semester units.
2. Minimum grade point average (GPA) of at least 2.0 in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA.
3. Complete of 60 specified major units. All courses in the major must be completed with a grade of C or better or a "P" if the course is taken on a "pass-no-pass" basis (Title 5 § 55063). Even though a "pass-no-pass" is allowed, it is recommended that students complete their major courses with a grade.
4. Certified completion of the California State University General Education-Breadth pattern or the Intersegmental General Education Transfer Curriculum (IGETC for CSU) pattern.

**REQUIRED CORE: Select and complete the following courses (44 units) Units**

BIOL M01	Introduction to Biology	4
CD M02	Human Development: Infancy through Adolescence	3
COMM M01	Introduction to Speech	3
EDU M02	Introduction to Elementary Teaching	3
ENGL M01A/H	English Composition/Honors	4
ENGL M01B/H	Literature: Critical Thinking and Composition/Honors	4
GEOG M03/H	World Regional Geography/Honors	3
GEOL M121	Earth Science with Lab	4
HIST M07A	Social and Political History of the United States I	3
HIST M20A	World History I	3
MATH M10	Mathematics for Elementary Teachers	3
POLS M03/H	American Government and Politics	3

**Science Requirement: select one science course with corresponding lab (4 units)**

CHEM M12/H	Introductory Chemistry I/Honors	4
PHSC M01	Principles of Physical Science <u>and</u>	3
PHSC M01L	Principles of Physical Science Laboratory	1
PHYS M01	Descriptive Physics <u>and</u>	3
PHYS M01L	Descriptive Physics Lab	1

**LIST A: Select one course from the following (3 units)**

COMM M25	Introduction to Rhetorical Criticism	3
ENGL M01C/H	Critical Thinking and Composition/Honors	3
PHIL M05	Critical Thinking and Analytic Writing	3
PHIL M07	Introduction to Logic	3
PHIL M09	Introduction to Symbolic Logic	3

**LIST B: Select one course from the following (3 units)**

ARTH M10/H	Art Appreciation/Honors	3
MUS M08	Music Appreciation	3
THA M01	Introduction to Theatre	3

**LIST C: Select and complete up to 10 additional units to reach the 60 CSU transfer units required for the degree**

ANAT M01	Human Anatomy	4
ART M30	Drawing and Composition I	3
ART M31	Drawing and Composition II	3
ARTH M12	History of Art: Renaissance through Modern	3
ARTH M14	History of Art: Asian	3
AST M01	An Introduction to Astronomy <u>and</u>	3
AST M01L	Introduction to Astronomy Laboratory	1
CD M03	Child, Family & Community	3
CD M04	Observation and Assessment <u>and</u>	2
CD M04L	Observation and Assessment Laboratory	1
CD M05	Teaching in a Diverse Society	3
CD M15	Programs: Infants/Toddlers	3
CD M23	Health, Safety, and Nutrition for Children	3
CHEM M11	Foundations of General, Organic, and Biochemistry	5
ENGL M13A	Major American Writers I	3
ENGL M13B	Major American Writers II	3
ENGL M15A	Survey of English Literature I	3
ENGL M15B	Survey of English Literature II	3
ENGL M30	Masterpieces of World Literature I	3
ENGL M31	Masterpieces of World Literature II	3
ENGL M40	Children's Literature	3
GEOG M02	Cultural Geography	3
GEOL M03	Earth History <u>and</u>	3
GEOL M03L	Earth History Lab	1
GEOL M05	The World Ocean	3
HIST M03A	African American History to 1877	3
HIST M03B	African American History Since 1877	3
PHIL M07	Introduction to Logic	3
PHSO M01/H	Human Physiology/Honors	4
<u>Any course(s) not selected above</u>		
<b>TOTAL MAJOR</b>		<b>60</b>
General Education (IGETC for CSU or CSU GE-Breadth)		37-39
Total units that may be double-counted		(37-39)
Total Degree Units (maximum)		60

**NOTE:**

1. Although the IGETC pattern is permissible for the Associate Degree for Transfer, MATH M10 is NOT an approved course for the IGETC pattern, therefore it's recommended that you complete the CSU GE-Breadth pattern for this degree.

2. Additional requirements for the Elementary Teacher Education major vary at each CSU campus. It is highly recommended that counselors at the community colleges discuss other possible courses that are part of the major preparation at a local CSU campus and encourage students to take some of these additional courses prior to transfer.
3. This TMC has been designed to meet the introductory content area subject matter requirements for teaching at the elementary school level. Careful consideration was given to identify a specific match to CSU general education requirements for transfer.

### **Associate in Science in Nutrition and Dietetics for Transfer (AS-T)**

The Associate in Science in Nutrition and Dietetics for Transfer (AS-T Nutrition and Dietetics) is intended for students who plan to transfer and complete a bachelor's degree in Nutrition and Dietetics at a CSU campus. Students completing this AS-T degree are guaranteed admission to the CSU system, but not necessarily to a particular CSU campus or major of their choice. Students should consult with a counselor for more information on university admission and transfer requirements as this AS-T Nutrition and Dietetics may not be the best option for students intending to transfer to a particular CSU campus or to a college or university that is not part of the CSU system.

To earn an AS-T in Nutrition and Dietetics students must:

1. Complete 60 semester or 90 quarter CSU transferable units.
2. Obtain a minimum grade point average (GPA) of at least 2.0 in all CSU-transferable coursework. While a minimum of 2.0 is required for CSU admission, some transfer institutions and majors may require a higher GPA.
3. Complete of 28-30 specified major units. All courses in the major must be completed with a grade of C or better or a "P" if the course is taken on a "pass-no-pass" basis (Title 5 § 55063). Even though a "pass-no-pass" is allowed, it is recommended that students complete their major courses with a grade.
4. Obtain certification of the California State University General Education-Breadth (CSU GE-Breadth) or the Intersegmental General Education Transfer Curriculum (IGETC for CSU) pattern.

#### **REQUIRED CORE: (16 - 21 units)**

		<b>Units</b>
MICR M01	General Microbiology	5
NTS M01	Nutrition Science	3
PSY M01/H	Introduction to Psychology/Honors	3
CHEM M01A/H	General Chemistry I/Honors	5
CHEM M01B	General Chemistry II	5

#### **LIST A: Select one to two courses (4-9 units)**

Select one course if both CHEM M01A and M01B were used in REQUIRED CORE.

Select two courses if only CHEM M01A/H was used in REQUIRED CORE.

CHEM M01B	General Chemistry II	5
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(if not already used above)

CHEM M07A	Organic Chemistry I	5
MATH M15/H	Introductory Statistics/Honors	4
<b>or</b>		
<b>Select and complete one course from the following</b>		
ANAT M01	Human Anatomy	4
PHSO M01/H	Human Physiology/Honors	4
<b>LIST B: Select and complete one course (3-5 units)</b>		
BIOL M01	Introduction to Biology	4
CHEM M12/H	Introductory Chemistry I	4
CHEM M13	Introductory Chemistry II	5
NTS M07	Cultural Foods	3
NTS M09	Introduction to Food Science with Lab	3
POLS M03/H	American Government and Politics/Honors	3
SOC M01/H	Introduction to Sociology/Honors	3
<b>TOTAL MAJOR</b>		<b>28-30</b>
General Education (IGETC for CSU or CSU GE-Breadth)		37-39
Total units that may be double-counted		(13-19)
Elective (CSU Transferable)		6-11
Total Degree Units (maximum)		60

## Revised Degree

### Associate in Science in Engineering

The Associate in Science in Engineering develops and advances the ability to apply knowledge of mathematics, science, and engineering to identify, formulate, and solve engineering problems, and to evaluate solutions of these problems based on engineering concepts and principles.

Completing the Associate in Science in Engineering will prepare students for transferring to universities as well as, entry level engineering positions for those seeking immediate employment.

To earn an Associate in Science in Engineering, students must complete 46 - 50 specified units, plus General Education Degree Requirements.

In addition to General Education degree requirements, complete the following:

<b>REQUIRED CORE: Complete the following courses (42 units)</b>		<b>Units</b>
CHEM M01A	General Chemistry I	5
ENGR M04	Engineering Design/CAD	3
ENGR M12	Engineering Materials	3
<b>ENGR M12L</b>	<b>Engineering Materials Laboratory</b>	<b>1</b>
<del>ENGR M16</del>	<del>Engineering Statics and Strength of Materials</del>	<del>4</del>

~~OR~~

~~ENGR M20 Electrical Engineering Fundamentals 3~~

~~AND~~

~~ENGR M20L Electrical Engineering Fundamentals Lab 1~~

MATH M25A Calculus with Analytic Geometry I 5

MATH M25B Calculus with Analytic Geometry II 5

MATH M25C Calculus with Analytic Geometry III 5

PHYS M20A Mechanics of Solids and Fluids 4

PHYS M20AL Mechanics of Solids and Fluids Lab 1

PHYS M20B Thermodynamics, Electricity and Magnetism 4

PHYS M20BL Thermodynamics, Electricity and Magnetism Laboratory 1

PHYS M20C Wave Motion, Optics, and Modern Physics 4

PHYS M20CL Wave Motion, Optics, and Modern Physics Laboratory 1

**Electives: Select and complete 4-8 units**

**ENGR M16 Engineering Statics and Strength of Materials 4**

**ENGR M18 Engineering Dynamics 3**

**ENGR M20 Electrical Engineering Fundamentals and 3**

**ENGR M20L Electrical Engineering Fundamentals Lab 1**

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TOTAL UNITS 4546-50

~~This degree requires either ENGR M16 or ENGR M20/M20L~~

### New Course

GEOL M121 Earth Science with Lab 4

Hours: 3 Lecture, 3 lab

C-ID: Aligned with GEOL 121

Introduces the essentials of earth science including the geosphere, atmosphere, hydrosphere, and solar system. Examines the interactions between physical and chemical systems of the earth such as the tectonic cycle, rock cycle, hydrologic cycle, weather and climate. Applies to Associate Degree. Transfer credit: CSU

## VENTURA COLLEGE

### New Degrees/Programs

Associate in Science for Transfer Degree Nutrition and Dietetics	27-28 units
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### New Courses

ATEB N106	Workplace and Business Essentials	Noncredit
ATEC N101	Career Exploration and Discovery	Noncredit
ATEC N105	Skills for Employability	Noncredit
ATEM N102	Math for Employment	Noncredit
ATET N104	Principals of Technology	Noncredit
ATET N107A	Technical Reference interpretation and Blueprint Reading	Noncredit
ATET N108	Occupational Safety in the Workplace	Noncredit
ATET N109	Principals of Technology - Tool and Machines	Noncredit
ATEW N103	Writing for Employment	Noncredit
ICA V25	Intercollegiate Sand Volleyball: Women	4 units

**New Degrees/Programs**  
**Associate in Science for Transfer Degree**  
**NUTRITION AND DIETETICS**

The Nutrition and Dietetics degree and courses offer students an opportunity to enrich their education with an emphasis on improved health as well as prepare students for transfer to bachelor degree programs in Nutrition, Food Science, Dietetics, Family and Consumer Science, Food and Nutritional Sciences, Hospitality Management, Food Science and Technology, and Clinical Nutrition. Typical employment opportunities in the field are in areas of Hospitals/Health Care Facilities, Wellness/Rehab Programs, Community and Public Health Nutrition Programs, Child Nutrition Programs, Food Industry, Health Departments, Long-Term Care Facilities, Diabetes Education Programs, and Cardiac Rehabilitation Programs.

The Associate in Sciences in Nutrition/Dietetics for Transfer (Nutrition/Dietetics AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing the degree are guaranteed admission to the CSU system, but not to a particular campus or major.

A student graduating with an Associate in Science in Nutrition and Dietetics may transfer to a CSU Campus to complete a bachelor's Degree in Nutrition, Dietetics, Food Science or similar degrees.

<b>REQUIRED CORE (15 units):</b>		<b>Units</b>
CHEM V01A	General Chemistry I	3
CHEM V01AL	General Chemistry I Laboratory	2
HED V87	Nutrition	3
PSY V01	Introduction to Psychology	3
MICR V01	General Microbiology	4

**LIST A:**

*Select one of the following for five (5) units:*

CHEM V01B	General Chemistry II	3
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*and*

CHEM V01BL	General Chemistry II Laboratory	2
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*or*

CHEM V12A	General Organic Chemistry I	3
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*and*

CHEM V12AL	General Organic Chemistry I Laboratory	2
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*Select one of the following for four (4) units:*

ANAT V01	General Human Anatomy	4
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PHSO V01	Introduction to Human Physiology	4
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PSY V04	Introductory Statistics	4
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for the Social and Behavioral Sciences

MATH V44	Elementary Statistics	4
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**LIST B: Select one of the following for three (3) to four (4) units**

HED V32	Principles of Food with Lab	3
<i>or</i>		
BIOL V01	Principles of Biology	3
<i>and</i>		
BIOL V01L	Principles of Biology Laboratory	1
<hr/> Major Units		27-28

**New Courses**

ATEB N106                      Workplace and Business Essentials                      Noncredit  
 Hours:                              5 laboratory weekly  
 This course covers the skills which are essential to working in any type of business. It is intended to emphasize skills which enrich employees by strengthening their employability and increasing their promotional value. This course is part of the Certificate of Completion in Employability. In this course students will learn: 1. Business communication strategies, 2. Planning and organization, 3. Decision-making and problem-solving, 4. Conflict resolution, 5. Computer use for business tasks, 6. Business calculations, 7. Risk management.  
*Offered on a pass/no pass basis only.*

ATEC N101                      Career Exploration and Discovery                      Noncredit  
 Hours:                              3 laboratory weekly  
 This course provides students with insights for career exploration and development. It lays the groundwork for self-evaluation and discovery for the types of career pathways available and appropriate for the individual. The course will facilitate self-appraisal for matching interests and personal talents with appropriate career choices. This course is part of the Certificate of Completion in Employability. In this course students will: 1. Determine career goals based on self-assessment and exploration, 2. Develop effective career planning strategies.  
*Offered on a pass/no pass basis only.*

ATEC N105                      Skills for Employability                      Noncredit  
 Hours:                              3 laboratory weekly  
 This course enables student to identify and strengthen the assets and attributes necessary for gaining and maintaining employment. The course focuses on employment preparation, employer expectations, the working environment, and proper workplace. 1. Demonstrate appropriate attire for the workplace. 2. Demonstrate time management. 3. Explain understanding of drug and alcohol testing (DOT testing). 4. Complete an application and prepare a resume. 5. Perform a successful interview. 6. Demonstrate understanding of appropriate workplace behavior.  
*Offered on a pass/no pass basis only.*

### New Courses – continued

ATEM N102                                      Math for Employment                                      Noncredit  
Hours:    4 laboratory weekly

This course is designed to present math topics that are necessary for success in multiple career pathways, such as business, manufacturing, arts and entertainment, electronics, and various applied sciences. The course is part of a Certificate of Completion in Employability.

*Offered on a pass/no pass basis only.*

ATET N104                                      Principals of Technology                                      Noncredit  
Hours:    3 laboratory weekly

This course offers a survey of principles of technology and industrial techniques for the use of mechanical, fluid, electrical, thermal forces and others. The identification of common manufacturing applications and uses. 1. Sketching technical problems 2. Mechanical force and it's use in industrial applications 3. mechanical advantage used in modern industry 4. The technology of mechanical force, advantage and technical processes.

*Offered on a pass/no pass basis only.*

ATET N107A                                      Technical Reference interpretation and Blueprint                                      Noncredit  
Reading  
Hours:    3 laboratory weekly

This course offers a survey of technical standards and techniques for reference and engineering drawings. Technical standards and symbols for the areas of study including Manufacturing, Welding, Mechanics , Hydraulics / Pneumatics and Electronics. . The study of manufacturing process and tools and the application of these tools used in a manufacturing setting. Modern manufacturing document reading and interpretation will be covered. Students will describe and select appropriate standard symbols and techniques for producing technical sketches, blueprints, manufacturing operation, work orders and inspection documentation. The identification of typical manufacturing applications and uses in the manufacturing workplace.

*Offered on a pass/no pass basis only.*

ATET N108                                      Occupational Safety in the Workplace                                      Noncredit  
Hours:    3 laboratory weekly

This course offers a survey of the typical standards and techniques for working in, and maintaining, a safe work environment. This course will include the safe use of typical tools and machines used in an industrial setting. It prepares the student for applying industry safety standards for the areas of study and preparation for employment in the areas of Manufacturing, Welding, Mechanics, Hydraulics/Pneumatics, Chemical, Electrical, and the Occupational Safety and Health Administration (OSHA). This course is part of the Certificate of Completion in Employability. In this course you will learn how to: 1. Health and safety procedures 2. The meaning of safety symbols, Material Safety Data Sheets (MSDS), and key safety terms and phrases 3. Health and safety practices for storing, cleaning, and maintaining tools, equipment, and supplies. 4. Laws/acts pertaining to the Occupational Safety and Health Administration (OSHA).

*Offered on a pass/no pass basis only.*

### New Courses – continued

ATET N109                                      Principals of Technology - Tool and Machines                                      Noncredit  
Hours:    3 laboratory weekly

This course offers a survey of principles of technical systems, tools and machines. The study of manufacturing process and tools and the application of these tools used in a manufacturing setting. Simple machines and the modern tools of technology will be covered. 1. Students will describe and select tools appropriate for producing products and doing work. 2. Following safe operating protocols. The students will identify common machines and tools. 3. Describe the typical manufacturing processes applications and uses of computer controlled machine tools.  
*Offered on a pass/no pass basis only.*

ATEW N103                                      Writing for Employment    Noncredit  
Hours:    4 laboratory weekly

This course covers the writing skills that are essential to working in any type of business. Emphasis is on the composition skills that are necessary for employees to strengthen their employability and increase their promotional value. The course will cover the formatting and grammar required for composing cover letters, email messages, notes, memos, and letters of resignation. The course also includes digital ethics and responsibility. 1. Compose an email message. 2. Draft a memo. 3. Compose a resignation letter. 4. Write a note. 5. Draft a cover letter. 6. Write a personal statement. 7. Write a business letter.  
*Offered on a pass/no pass basis only.*

ICA V25    Intercollegiate Sand Volleyball: Women    4 units  
Hours:    1 lecture, 9 laboratory weekly

This Course introduces the theory and practice of sand volleyball. It is designed to provide training for competition in women's sand volleyball.  
*Field Trips may be required.*