



# ACADEMIC SENATE

## Curriculum Committee Agenda

February 18, 2016  
President's Board Room

- I. **CALL TO ORDER** and Presence of a Quorum 7 (1/2 of 13 voting members)
- II. **PUBLIC COMMENTS** *Guests are welcome and invited to contribute to discussion on agenda items. Notify Committee Chair in advance.*
- III. **APPROVAL OF AGENDA** - will be approved as submitted if there are no objections. *Due at least 72 hours prior to meeting with attachments.*
- IV. **APPROVAL OF MINUTES** – Minutes of February 2, 2016 meeting
- V. **ACTION** – (8 needed for voting – ½ plus 1)
  - A) Consent Agenda
    - Course Modification:**
      1. AGEH-001L Horticulture Laboratory
      2. AGEH-004L Turfgrass Management Laboratory
      3. AGEH-046L Landscape Irrigation Systems Lab
      4. AGPS-005L Plant Science Lab
      5. CM-001 Introduction to Construction Management
      6. CM-003 Site & Terrain Analysis
      7. CM-004 Construction Law Survey
      8. NR-041A Native Plants - Mountain
      9. NR-041B Native Plants – Desert

**PERIODIC REVIEW:** *Update textbook, catalog & schedule descriptions, assignments.*

      19. AGEH-005 Ornamental Plant Identification ([C-ID AG-EH 108L](#))
      20. AGPS-001 Soils & Plant Nutrition ([C-ID AG-PS 128L](#))
      21. AGPS-005 Plant Science ([C-ID AG-PS 104](#))
      22. ART-030A Beginning Black & White Photography ([C-ID ARTS 260](#))
      23. BI-005 Molecular and Cell Biology ([C-ID BIOL 190](#))  
**C-ID Alignment:** *Modify catalog description, content, SLOs, objectives, assignments and update textbook*
      24. HIST-004 History of World Civilization – Part II
      25. HIST-017 US History through Reconstruction
      26. HIST-018 US History from Reconstruction to Present  
**Change advisory from: ~~ENG-070~~ to: ENG-071, and update textbooks**
      27. HIST-021 California History  
**Update textbooks**
      28. PS-001 Introduction to Government  
**Update SLOs.**
      29. ACR-095A-H Air Cond/Refrigeration Work Experience
      30. AGBU-095A-H Agri-Business Wk Exp
      31. AGEH-095A-H Environmental Horticulture/Turfgrass Work Experience
      32. AJ-095A-H Administration/Justice Work Experience
      33. ANTH-095A-D Anthropology Work Experience
      34. ARCH-095A-H Architecture Work Experience
      35. ART-095A-D Art Work Experience

36. AUTO-095A-H	Automotive Technology Work Experience
37. BI-095A-D	Biology Work Experience
38. BUAC-095A-H	Accounting Work Experience
39. BUHM-095A-H	Hotel/Restaurant Mgmt. Work Experience
40. BUMA-095A-H	Business Management Work Experience
41. CART-095A-H	Culinary Arts Work Experience
42. CIS-095E-H	Computer Information Systems Work Exp
43. CM-095A-H	Construction Management Work Experience
44. CS-095A-H	Computer Science Work Experience
45. DDP-095A-H	Digital Design & Production Work Exp
46. ECE-095A-H	Early Childhood Ed Work Experience
47. ENG-095A-D	English Work Experience
48. ESYS-095A-H	Energy Systems Technology Work Experience
49. FIRE-095A-H	Fire Technology Work Experience
50. GOLF-095A-H	Golf Work Experience
51. HIST-095A-D	History Work Experience
52. HS-095A-H	Health Sciences Experience
53. HSAD-095A-H	Alcohol/Drug Work Experience
54. J-095A-D	Journalism Work Experience
55. KINE-095A-D	Kinesiology Work Experience
56. MATH-095A-D	Math Work Experience
57. MC-095A-H	Mass Communication Work Experience
58. NR-095A-H	Natural Resources Work Experience
59. PH-095A-D	Physics Work Experience
60. PS-095A-F	Political Science Work Experience
61. PSY-095A-F	Psychology Work Experience
62. RE-095A-D	Recreation Work Experience
63. RTV-095A-H	Radio/TV Work Experience
64. SOC-095A-F	Sociology Work Experience
65. WEG-095A-F	Work Experience, General <i>Course periodic review.</i>

B) Course Modifications

1. **AGPS-002** Entomology – General & Applied
2. **NR-001** Conservation of Natural Resources  
*Change ENG-070 prerequisite to advisory.*
  
3. **PS-005** The American Presidency  
*Remove PS-001 as prerequisite.*

C) New Courses

- a. **BIT-024** California Energy Codes  
3 units, 54 lec hours  
*Advisory: MATH-060 and ENG-070*
  
- b. **RTV-009** Introduction to Media Writing for Film, TV and the Web [\(C-ID FTVE 110\)](#)  
(3 units, 54 lec hours)
  
- c. **PHIL-003** Introduction to Political Theory (**cross-listed with PS-003**)  
3 units, 54 lec hours  
*Prerequisite: PS-001; Advisory: ENG-071*

**D) New Programs**
**1. Brakes Certificate of Achievement**

This certificate provides theory and hands-on experience in automotive braking systems including theory of operation, service, diagnosis and repair including both base braking and anti-lock braking systems and components.

Career Opportunities in Automotive Technology

Automotive braking system is an employment concentration area, currently recognized nationwide. A Certificate of Achievement promotes employment advancement opportunities in the automotive field.

**Required Courses: 14 units**

AUTO-010	Introduction To Automotive Technology .....	4
AUTO-011B	Automotive Electronics & Electrical Systems .....	4
AUTO-013A	Automotive Braking Systems .....	4
AUTO-095B	Automotive Technology Work Experience .....	2

**Electives - 4 units from the following:**

AUTO-014A	Automotive Engine Management (4)
AUTO-014B	Advanced Engine Management (5)
AUTO-016	Manual Drive Train & Axles (4)
AUTO-017	Automatic Transmissions & Transaxles (4)
AUTO-021A	Automotive Diagnosis and Troubleshooting (2)
AUTO-030A	Consumer Automotive Technology (3)
AUTO-054C	Basic & Advanced Clean Air Car Course (7)

**CERTIFICATE TOTAL..... 18**

**2. LIGHT AND MEDIUM DUTY DIESEL Certificate of Achievement**

This certificate provides theory and hands-on experience in automotive light and medium duty diesel systems including theory of operation, service, diagnosis and repair.

Career Opportunities in Automotive Technology

Light and medium duty diesel system is an employment concentration area currently recognized nationwide. A Certificate of Achievement promotes employment advancement opportunities in the automotive field.

**Required Courses: 14 units**

AUTO-093A	Introduction to Light and Medium Duty Diesel Systems .....	2
AUTO-093B	Light/Medium Duty Diesel Systems .....	4
AUTO-093C	Advanced Light/Medium Duty Systems .....	4
AUTO-093D	Diesel Diagnostics and troubleshooting .....	2
AUTO-095B	Automotive Technology Work Experience .....	2

**Electives - 4 units from the following:**

AUTO-011B	Automotive Electronics & Electrical Systems (4)
AUTO-011C	Advanced Automotive Electrical Systems (5)
AUTO-012A	Automotive Steering and Suspension (4)
AUTO-013A	Automotive Braking Systems (4)
AUTO-016	Manual Drive Train & Axles (4)
AUTO-017	Automatic Transmissions & Transaxles (4)
AUTO-018	Automotive Heating & Air Conditioning (4)
AUTO-020A	Automotive Quick Service (3)
AUTO-030A	Consumer Automotive Technology (3)
AUTO-021A	Automotive Diagnosis and Troubleshooting (2)
AUTO-054C	Basic & Advanced Clean Air Car Course (7)
AUTO-010	Introduction To Automotive Technology (4)

**Total Units ..... 18**

**3. HOSPITALITY MANAGEMENT AS Degree for Employment Preparation**

Hospitality Management is the study of different aspects of management and leadership as they relate to the hospitality industry. Included in the hospitality industry are such sectors as hotels, restaurants, travel services, gaming and entertainment, recreation, managed services, and special events. The AA Degree in Hospitality Management for Employment Preparation will allow graduates of the program to compete for entry level and sometimes mid-level management positions in any number of hospitality sectors. Students who desire to eventually achieve the higher ranks in the hospitality industry such as general managers, club managers, chefs, and directors of various operational areas [e.g. human resource, finance, and operations] will generally [but not always] have to acquire higher level degrees. Even students who choose not to major in hospitality management find that course work in the field can improve their ability to think critically and solve complex problems, be more aware of the personal abilities/skills and simply manage in general more effectively.

*Career Opportunities in Business/Hotel & Restaurant*

Presented in descending order-highest first: General Manager Controller Sales and Marketing Director Human Resources Director Executive Chef Director of Catering Director of Security Front Office Director Assistant General Manager Executive Housekeeper Sales Manger Convention Services Manager Sous Chef Line Cook Front Desk Associate Housekeeper.

**Hospitality Specific Courses:**

BUHM-050	Introduction To The Hospitality Industry .....	3
BUHM-063	Hotel and Restaurant Operations .....	3
CART-003	Principles Of Cooking .....	5
BUHM-095A-D	Hotel/Restaurant Mgmt. Work Experience .....	1-4

**General Business Management:**

BUMA-001	Principles Of Management .....	3
BUMA-020A	Business Law I .....	3
BUMA-027	Marketing .....	3
BUMA-032	Human Relations In the Workplace .....	3
BUMA-094	Business Communications .....	3

**Accounting/Financial:**

BUAC-066	Fundamentals Of Bookkeeping .....	3
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**Office Technology - select one course:**..... 2-4

CIS-005	Computer Survival Skills (2)
CIS-010	Computer Literacy (4)
CIS-012	Professional Office Procedures (3)

**Electives (9 units) to be selected from the following disciplines with consent of an Advisor: 9**

- Accounting (BUAC)
- Culinary Arts (CART)
- Computer Information Systems (CIS)
- Construction Management (CM)
- Economics (ECON)
- English (ENG)
- Management (BUMA)
- Natural Resources (NR)
- Psychology (PSY)
- Recreation (RE)
- Real Estate Development (RED),
- Sociology (SOC)
- Speech (SP)
- Spanish (SPAN)

Required Courses .....	32-37
Electives (with Advisor approval) .....	9
COD General Education Pattern .....	18
Kinesiology Activities .....	2
<b>Total Units .....</b>	<b>61-66</b>

**4. ENTREPRENEURSHIP CERTIFICATE OF ACHIEVEMENT**

**Required Courses:**

BUMA-028	Small Business Management and Development .....	3
BUMA-095A-C	Management Work Experience .....	2-3

**General Business/Management Electives: 9 minimum credits—choose from the following: .....** 9

BUMA-001	Principles of Management (3)
BUMA-020A	Business Law I (3)
BUMA-027	Marketing (3)
BUMA-032	Human Relations in the Workplace (3)
BUMA-094	Business Communications (3)
ECON-001	Principles of Macroeconomics (3)
ECON-002	Principles of Microeconomics (3)

**Accounting/Financial Electives: 3-4 minimum credits—choose from the following: .....** 3-4

BUAC-020A	Financial Accounting (4)
BUAC-050	Accounting in the Business Environment (3)
BUAC-066	Bookkeeping (3)
BUMA-031	Business Calculations (3)

<b>Office Technology Electives: 2-4 minimum credits—choose from the following:</b> .....		2-4
CIS-005	Computer Survival Skills (2)	
CIS-010	Computer Literacy (4)	
CIS-012	Professional Office Procedures (3)	
Required Courses .....		5-6
General Business/Management Electives.....		9
Accounting/Finance Electives.....		3-4
Office Technology Electives .....		2-4
<b>CERTIFICATE TOTAL.....</b>		<b>19-23</b>

## 5. HOSPITALITY MANAGEMENT CERTIFICATE OF ACHIEVEMENT

### **Required Courses**

#### **Hospitality Specific Courses [7-8 minimum credits]**

BUHM-050	Introduction to the Hospitality Industry .....	3
BUHM-063	Hotel and Restaurant Operations .....	3
BUHM-095A,B	Hotel & Restaurant Management Work Experience .....	1-2

#### **General Business Management [6 minimum credits]**

BUMA-001	Principles of Management .....	3
BUMA-094	Business Communications .....	3

#### **Accounting/Financial [3 minimum credits]**

BUAC-066	Bookkeeping.....	3
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#### **Office Technology [2-4 minimum credits—choose from among 3 courses].....**

CIS-005	Computer Survival Skills (2)	
CIS-010	Computer Literacy (4)	
CIS-012	Professional Office Procedures (3)	

Hospitality Courses .....		7-8
General Business/Management.....		6
Accounting/Financial .....		3
Office Technology .....		2-4
<b>CERTIFICATE TOTAL.....</b>		<b>18-21</b>

## VI. DISCUSSION

## VII. INFORMATION

## VIII. GOOD OF THE ORDER

## IX. ADJOURNMENT