



College Curriculum Committee

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Agenda - December 5, 2007 (C334)

1:30 Call to Order

- Announcements
- Approval of Minutes of November 14, 2007

1:35 Engineering & Technology Department (Fabio Saniee)

- #P07-12-05-01 BTEC 222 "Biotech Calibration and Validation" (1 unit)
New permanent course
- #P07-12-05-02 CAD 181 "Introduction to Computer Aided Drafting – CAD I" (3 units)
Revisions of course outcome, course content and repeatability from "0" to "1"
- #P07-12-05-03 BTEC 5 "Briefings in Biotechnology" (1 unit)
Revisions of course content and repeatability from "0" to "1"
- #P07-12-05-04 ET 104 "Introduction to Engineering Drawing and Manufacturing" (2 units)
Revisions of current hours from "2 Lec, 3 Lab" to "1 Lec, 3 Lab" and units from "3" to "2"
- #P07-12-05-05 Bioprocess Instrumentation and Control
New certificate
- #P07-12-05-06 Major in Electronic Engineering Technology
Revision of major
- #P07-12-05-07 Major in Mechanical-Engineering Technology
Revision of major
- #P07-12-05-08 Certificate in Biomanufacturing
Revision of certificate
- #P07-12-05-09 Certificate in Biotechnology
Revision of certificate
- #P07-12-05-10 Certificate in Stem Cell Technology
Revision of certificate

1:50 Licensed Vocational Nursing Department (Chita Torres)

- #P07-12-05-11 VOCN 26 "Restorative Nurse Assistant" (1 unit)
New limited course
- #P07-12-05-12 VOCN 41E "Anatomy and Physiology" (3 units)
Revisions of catalog description, course outcomes, and course content

- 2:00 Architecture Department (Andrew Chandler, Olallo Fernandez)**
 #P07-12-05-13 CM 240 "Construction Cost Estimating" (3 units)
 New permanent course
- 2:05 Fashion Department (Diane Green)**
 #P07-12-05-14 FASH 33 "Design Portfolio in Fashion" (3 units)
 Revisions of hours from "1 Lec/3 Lab" to "3 Lec" and units from "2 to "3"
- 2:10 Business Department (David Dore)**
 #P07-12-05-15 SECY 9407 "Computer Keyboarding: The Numeric Keypad" (Noncredit)
 New permanent course
- #P07-12-05-16 COMP 9957 "Photoshop Elements I" (Noncredit)
 New permanent course
- #P07-12-05-17 COMP 9958 "Photoshop Elements II" (Noncredit)
 New permanent course
- #P07-12-05-18 COMP 9959 "Photoshop Elements" (Noncredit)
 New permanent course
- #P07-12-05-19 COMP 9905 "Intro to Windows for MS Office Applications" (Noncredit)
 Revisions of catalog description, course outcome, course contents and course title from
 "Computer Applications Introduction"
- #P07-12-05-20 COMP 9889 "Intro to MS Applications for Business" (Noncredit)
 Revisions of catalog description, course outcome, course contents and course title from
 "Computer Overview/Applications"
- #P07-12-05-21 COMP 9900 "Microsoft EXCEL – Beginning" (Noncredit)
 Revisions of catalog description, course outcome, course contents and course title from
 "Spreadsheet – Beginning"
- #P07-12-05-22 COMP 9904 "Microsoft EXCEL – Intermediate" (Noncredit)
 Revisions of catalog description, course outcome, course contents and course title from
 "Spreadsheets – Intermediate"
- #P07-12-05-23 COMP 9245 "Windows Essentials for MS Office Application" (Noncredit)
 Revisions of catalog description, course outcome, course contents and course title from
 "Introduction to Computers/Operating Systems"
- #P07-12-05-24 COMP 9857 "MS Office Business Applications w/ Simulated Projects" (Noncredit)
 Revisions of catalog description, course outcome, course contents and course title from "Micro
 Business Applications"
- #P07-12-05-25 Basic Computer Skills – Beginner
 New certificate
- #P07-12-05-26 Basic Computer Skills – Intermediate
 New certificate
- #P07-12-05-27 Web Page Basics
 New certificate
- #P07-12-05-28 Web Page Specialist
 New certificate

- #P07-12-05-29 Desktop Publishing Basics
New certificate
- #P07-12-05-30 Desktop Publishing Specialist
New certificate
- #P07-12-05-31 Basic Office Support Skills
New certificate
- #P07-12-05-32 MS Office Specialist
New certificate
- #P07-12-05-33 Basic Word Processing
New certificate
- #P07-12-05-34 Advanced Word Processing
New certificate
- #P07-12-05-35 Excel Basics
New certificate
- #P07-12-05-36 Excel Specialist
New certificate
- #P07-12-05-37 Basic Accounting Concepts
New certificate
- #P07-12-05-38 Basic Computerized Accounting
New certificate
- #P07-12-05-39 Specialized Accounting Skills
New certificate
- #P07-12-05-40 Customer Service Skills
New certificate
- #P07-12-05-41 English for Business
New certificate

Proposals from the Matriculation Office

Cinema Department (Lidia Szajko)

- #M07-12-05-01 CINE 61 "Sound for Motion Pictures II"
Prerequisite: CINE 60 "Sound for Motion Pictures I"

Licensed Vocational Nursing Department (Chita Torres)

- #M07-12-05-02 VOCN 26 "Restorative Nurse Assistant"
Prerequisite: Current California Certified Nurse Assistant (CNA) Certification
Corequisite: Current satisfactory employment as a CNA in a community-based skilled nursing facility
Advisory: ENGL L "Individualized Instruction in Basic Reading Skills" or ESL 140 "High-Intermediate Academic ESL" and One year experience as a CNA in long-term care, and Physical strength and flexibility sufficient to provide restorative activities for patients

Informational Items

Fashion Department (Diane Green)

#I07-12-05-01 FASH 64 "Fashion Surface Design" (3 units)

Revision of course title from "Surface Design"

Business Department (David Dore)

#I07-12-05-02 COMP 9920 "Using Sharepoint Designer (Expression Web) for Basic Web Pages"
(Noncredit)

Revisions of catalog description, course outcomes, course contents, and course title from
"Using FrontPage for Basic Web Pages"

2:40 Adjourn