



# OFFICE OF INSTRUCTION

## Curriculum/Tenure Review/Faculty Evaluation & Catalog

50 PHELAN AVENUE • CLOUD 308 • SAN FRANCISCO, CA 94112 • 415.239.3360 • FAX 415.239.3804

## Catalog Update for 2011-12 College Catalog

Last Updated: December 16, 2011

### Programs

The following programs shall be considered included in the 2011-12 College Catalog, with the effective dates noted below.

Department	Program	Effective Date
CDEV	Introduction to Child Development Certificate of Completion	Spring 2012
ESL	ESL for Health Professionals Certificate of Completion	Spring 2012
LGBT	Lesbian, Gay, Bisexual and Transgender Studies Major	Spring 2012
Psychology	Psychology Major	Fall 2011
Speech Communication	Communication Studies Major	Fall 2011

### Introduction to Child Development Careers

Entry level job in child development are available for English language learners and those with lower levels of basic skills. In-home caregivers, nannies, family child care providers and teacher aides are often recruited based on proficiency in languages other than English, on cultural competency and based on a genuine desire to work with young children. Parents, Individual exploring careers with children and current non-credit students benefit when child observation opportunities In college-level programs are paired with vocational ESL course and basic skills level courses that focus on the specific vocabulary and language needs of those working with children.

The goals of this paired certificate between the ESL, Transitional Studies and Child Development Departments allows a for non-credit students to enroll in courses that facilitate direct child interactions, exposure to children in group settings and observations of developmental ages and stages paired with language and literacy development in English.

#### Learning Outcomes

Upon successful completion of this program a student will be able to:

- Orally describe five key components of group setting for young children
- Utilize 50 common English vocabulary words used in the CDEV field
- Define several differences between the ages and stages of development in young children
- Assess self-interest in continuing coursework in the field

This non-credit certificate functions as the first rung of the career ladder for those interested in working with children. The next step s would include enrollment in bi-lingual credit CDEV courses paired with ESL classes or credit classes paired with basic skills level courses and then the full complement of credit instruction leading to certification.

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### **Courses Required for the Certificate of Completion in Introduction to Child Development**

<b>Course.....</b>	<b>Hours</b>
CDEV 8101 State Preschool Program.....	72
or CDEV 8100 Child Observation .....	54
<b>AND</b>	
ESLV 3833 Vocational ESL for Child Development .....	90
or ESLV 3834 Vocational ESL for Child Development .....	90
or ESLV 4833 Vocational ESL for Child Development .....	45
or TRST 1322 Academic Reading and Writing.....	90
<b>Total Hours .....</b>	<b>99-162</b>

### **ESL for Health Professionals Noncredit Certificate**

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**Requirements for the Certificate of Completion.** The Certificate of Completion in ESL for Health Professionals provides immigrant and non-native English speakers, current and protective health care/community health employers, and others documented evidence of completion of three courses in an accelerated program in English communication for the healthcare workplace.

#### **Learning Outcomes**

Upon completion students will have an upper intermediate English language proficiency level and will have acquired communicative and cultural competencies that will help them succeed in the field of healthcare.

- Upon completion of this certificate, students will be able to:
- Explore career goals and tools to assist them in advancing their career in health
- Use appropriate language skills with patients and co-workers
- Examine current issues in the field of medicine and health care
- Apply strategies for recognizing and including cultural beliefs and values, as they relate to health and health care.

### **Courses Required for the Certificate of Completion in ESL for Health Professionals**

<b>Core Courses.....</b>	<b>Hours</b>
ESLV 3842 Healthcare Communication I .....	105
ESLV 3843 Healthcare Communication II .....	105
ESLV 3844 Healthcare Communication III .....	105
<b>Total Hours .....</b>	<b>315</b>

### **Lesbian, Gay, Bisexual and Transgender Studies Major**

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**Associate in Arts in LGBT Studies.** This program offers a multidisciplinary and multicultural approach to the study of Lesbian, Gay, Bisexual, Transgender, Queer and Intersex identities, culture, art, literature politics, history and society both globally and domestically. Through the Arts, Humanities, Social Sciences and Behavioral Sciences, the LGBT Studies Major incorporates queer theory, theories of race and ethnicity, feminist theory, and the study of comparative social and political movements to examine the ways that we currently understand and have historically understood various constructions of sexuality, gender identity and behavior depending upon historic time and global location. To support this multidisciplinary approach, the LGBT Studies Department offers course that cover literature, film, art, ethnic studies, history, anthropology, psychology, politics, religion and health. While the LGBT Studies major at City College of San Francisco offers a full and array of General Education and Diversity requirements, it will also prepare students for transfer to numerous LGBT/Queer Studies baccalaureate programs in the United States and Canada. Upon completion of this degree, students will be able to:

- Research, analyze, and critically address key issues in understanding Lesbian, Gay, Bisexual, Transgender, Queer and Intersex histories and the intersectionality of LGBTQI identity formations with race, ethnicity, socio-economic status, religion, age, and ability within the context of systems of power and privilege.

- Think and write critically about key issues concerning LGBTQI people in various regions of the world with a keen understanding of the ways that race, ethnicity, socio-economic status, gender identity, sexual orientation and other factors that form cultural identity are informed by issues of politics, religion and colonial histories throughout different historical, political, and social contexts.

**Courses Required for the Major in Lesbian, Gay, Bisexual and Transgender Studies**

**Required Courses for All Students (May Be Taken At Any Time):**

<b>Course</b> .....	<b>Units</b>
LGBT 5 Introduction to Lesbian, Gay, Bisexual and Transgender Studies .....	3
LGBT 15 Pre-Stonewall Writers and Cultures .....	3

**Required Courses in the Arts and Humanities (Minimum of 6 units, at least one course from Arts):**

**Arts:**

LGBT 20 LGBT American Art and Culture .....	3
LGBT 25 The Lesbian and Gay Avant-Garde of the Fifties: Hot Art/Cold War .....	3
LGBT 55 Global LGBT Art and Culture .....	3
LGBT 77 Queer Creative Process .....	3

**Humanities:**

LGBT 11 The History of Homosexuality in Film .....	3
LGBT 12 Recent Queer Cinema .....	3
LGBT 75 Queer Cinema in the 1970's .....	3
ENGL 55 LGBT Literature.....	3

**Required Courses in the Social and Behavioral Sciences (Minimum of 6 units):**

LGBT 10 LGBT Culture and Society .....	3
LGBT 30 Issues in the Lesbian Community .....	3
LGBT 40 LGBT Aging Issues .....	3
LGBT 50 LGBT Communities of Color in the United States .....	3
LGBT 60 Psychology of Sexual Minorities .....	3
LGBT 70 AIDS in America .....	3
ANTH 20 LGBT Anthropology.....	3
HIST 45 LGBT American History .....	3

**Elective Courses (Minimum of 3 units; may include Arts & Humanities and Social & Behavioral courses listed above, if not used to meet minimum requirements):**

LGBT 21 Issues in Lesbian Relationships .....	3
LGBT 24 Gay Male Relationships .....	3
BCST 103 Mass Media and Society .....	3
CDEV 76 Supporting LGBT Families in ECE .....	3
HLTH 25 Women's Health Issues.....	3
HLTH 27 Men's Health Issues .....	3
HLTH 67 HIV/STI Prevention .....	3
IDST 17 Human Sexuality.....	3
IDST 36 Poetry for the people .....	3
IDST 80A Diversity: Racism.....	0.5
IDST 80C Diversity: Sexism.....	0.5
IDST 80D Diversity: Heterosexism .....	0.5
IDST 80E Diversity: Ableism.....	0.5
IDST 80F Diversity: Classism .....	0.5
IDST 80G Diversity and Social Justice: Transphobia .....	0.5
PSYC 14 Psychology of Shyness and Self-Esteem .....	1

PSYC 15 Assertive Behavior .....	1
WOMN 10 Women in Film .....	3
WOMN 54 Politics of Sexual Violence.....	3
WOMN 55 Ending Sexual Violence .....	3
<b>Total Units.....</b>	<b>21</b>

## Psychology Major

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**Associate in Arts in Psychology for Transfer.** This program is designed to prepare students who wish to transfer to pursue studies in psychology. Students are **REQUIRED** to meet with the Behavioral Sciences Chair to discuss educational goals, course options, and transfer issues.

### Learning Outcomes

Upon completion of this program, students will:

- Be better prepared for a B.A. or B.S. program in Psychology
- Apply the basic tenets of psychology to the study of more in depth topics in upper division course

### Courses Required for the Major in Psychology

<b>Course .....</b>	<b>Units</b>
PSYC 1 General Psychology .....	3
PSYC 1B Biological Psychology .....	3
PSYC 2 Research Methods .....	3
PSYC 5 Statistics for Behavioral Sciences.....	4

### Choose ONE class from the following options:

BIO 9 Human Biology .....	4
BIO 11 Introduction to the Science of Living Organisms .....	4
ENGL 1B Reading, Writing, and Critical Thinking about Literature .....	3
ENGL 1C Advanced Composition.....	3

### Choose ONE class from the following options:

PSYC 4 Forensic Psychology .....	3
PSYC 9 The Psychology of Stress .....	3
PSYC 10 Abnormal Psychology .....	3
PSYC 11 Theories of Personality .....	3
PSYC 21 Lifespan Development .....	3
PSYC 22 Psychology of Race and Ethnic Relations .....	3
PSYC 23 Psychology of Race and Ethnic Relations .....	3
PSYC 25 Psychology of Sex Differences .....	3
PSYC 26 Applied Psychology.....	3
PSYC 40 Child and Adolescent Psychology.....	3
SOC 1 Introduction to Sociology.....	3
SOC 30 Social Psychology .....	3
ANTH 1 Biological Anthropology.....	3
ANTH 3 Introduction to Social and Cultural Anthropology.....	3
POLS 1 American Government .....	3
<b>Total Units.....</b>	<b>19-20</b>

## Communication Studies

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**Associate in Arts in Communication Studies for Transfer.** This program is designed to prepare students who wish to transfer to pursue studies in Communication Studies. Communication studies majors learn the theory and principles behind communication processes and acquire skills needed to effectively communicate with others-both within and across cultural boundaries-in a variety of public, professional, and interpersonal settings.

## Learning Outcomes

Upon completion of this degree, students will be able to:

- Articulate an understanding of the way humans manage and process symbolic behavior and how communication practices shape our cultural and political realities. Students will articulate an understanding on how communication practices change across contexts such as the public forum, small group settings, and interpersonal relationships.
- Identify and use communication practices that are culturally dependent and demonstrate how to effectively communicate across diverse cultural understandings. Students will display intercultural literacy, sensitivity, and self-reflective strategies.
- Manage speaking anxiety and furnish effective verbal presentations alongside presentational media, demonstrating effective analysis of audience, environment, message-making (both verbal and non-verbal), organizational principles, and delivery skills.
- Structure logical, credible, and well researched arguments that re-enforce or effectuate change around attitudes, beliefs, and social and political policies and exhibit advanced critical thinking skills.

## Courses Required for the Major in Communication Studies

**Course..... Units**

### Core Courses

SPCH 1A Elements of Public Speaking.....	3
SPCH 5 Intercultural Communication .....	3
ENGL 1B Reading, Writing, and Critical Thinking or ENGL 1C Advanced Composition .....	3

### Choose any 2 courses from the following:

SPCH 3 Argumentation and Debate .....	3
SPCH 20 Interpersonal Communication .....	3
SPCH 4 Small Group Communication .....	3

### Choose 1 course from the following:

SPCH 7 Oral Interpretation of Literature.....	3
SPCH 37 Intracollegiate Forensics .....	3
SPCH 38 Intercollegiate Forensics .....	3

**Total..... 18**

## ***Policies***

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The following policies shall be considered included in the 2011-12 College Catalog.

### **Academic Renewal/Exclusion**

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A student may petition to have previous substandard college grades of “D” or “F” excluded from grade point average calculations if that work is not reflective of the student’s present level of performance. However, to ensure a true and complete academic record, the permanent academic record will show all of the student’s course work, including excluded classes.

A request for academic renewal will be granted under the following conditions:

1. A student must have completed at an accredited college at least 24 degree-applicable semester units with a grade point average of at least 2.0 or 12 semester units with a grade point average of at least 3.0. These units must be earned subsequent to the last grade of “D” or “F” to be excluded.
2. At least one year must have elapsed since the last “D” or “F” grade to be excluded.
3. A maximum of 24 units can be excluded from the grade point average, and academic renewal will only be granted once.
4. A student’s official transcript will include a notation of when the request for academic renewal was granted as well as the fact that grades from other institutions may be used to satisfy the requirements for academic renewal.

*The petition for Academic Renewal/Exclusion may be picked up at the Admissions and Records Office, Conlan Hall, Room 107.*

Students are reminded of the following:

- Only courses taken at City College qualify for academic renewal.
- Some destination transfer institutions may not accept academic renewal and may recalculate the grade point average. Students who plan to transfer to other institutions should contact the receiving transfer institution and ask how they apply grade exclusions (academic renewal).
- Once an Associate degree has been awarded at City College, courses taken prior to the awarding of the degree cannot be excluded.
- Transcripts from only accredited institutions will be accepted.

Students who wish to have grades excluded under the Academic Renewal Policy must request a petition from the Office of Admissions and Records. Since academic renewal will be granted only once, students considering the petition are advised to file the petition at a time close to their graduation or transfer. Because Academic Renewal may affect educational goals (such as graduation and transfer), students must see their counselors for assistance with the Academic Renewal petition which requires a counselor signature.

### **Relationship between Contact Hours and Units**

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Title 5 Section 55002.5 establishes the ratio of student work to credit hours (units) for credit, degree applicable and credit, nondegree-applicable courses:

One credit hour of community college work (one unit of credit) requires a minimum of 48 hours of lecture, study, or laboratory work at colleges operating on the semester system

This ratio is consistent with the Federal definition of a credit hour as stated in 34 CFR 600.2.

The Curriculum Committee will use the standards of Title 5 Section 55002.5 in their review of the relationship of contact hours and units in proposed Course Outlines of Record. The Curriculum Committee will apply this standard for all courses and types of courses, consistent with Board Policy 6.03:

All associate degree credit courses, non-degree credit courses and noncredit courses are to be recommended by the college curriculum committee which is established in accordance with state law. Any courses which are properly recommended may be implemented only after the recommendation is adopted by the Board of Trustees.

The Office of Instruction will maintain a Curriculum Handbook that will give further guidance and examples to Curriculum Committee members, department chairs, and course outline preparers. Details on the implementation of this policy are in Chapter 2, section 2.3.4 of the Curriculum Handbook.

### ***Errata***

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Two programs were erroneously listed as Certificates of Accomplishment. They should be listed as Certificates of Achievement. These programs are:

- Flash Design and Development (pg 266)
- Web Design with Dreamweaver (pg 266)