

GAVILAN BOARD OF TRUSTEES
Curriculum Summary
December 9, 2014

CONSENT AGENDA

Inactivation of existing Certificate

CAHSEE Preparation (Non Credit Certificate)

The program is being deactivated since the courses that are required in the program are no longer offered and have been deactivated.

New Course

ATH 23 Independent Study 1 -2 Units, 3 or 6 "Other" Lab hours
Add Independent Study Option for Athletics.

NEW COURSE PROPOSAL - SECOND READING

CSIS 28 Computer Architecture and Organization 3 Units, 3 Lec, 0 Lab
Introduction to the fundamentals of computer organization and architecture. Memory, the CPU, input/output devices, data representation, and numerical computing are examined, as well as the mapping of statements and constructs in a high-level language onto sequences of machine instructions.

MATH 413 Math Boot Camp 1 - 2 Units, 1-2 Lec, 0 Lab
A remedial mathematics course designed for those students who need to learn, or re-learn the fundamental concepts of math. The primary focus is on operations with whole numbers, fractions, decimals, percentage and real life problems. This is pass/no pass class. Units earned in this course do not count toward the associate degree and/or certain certificate requirements.

MODIFICATIONS TO EXISTING COURSES - FORM C

AH 793 Personal/Career Development 1 - 32 Lab Hours
Update student learning outcomes.

ACCT 105 Payroll Accounting 3 Units, 3 Lec, 0 Lab
General update: update textbook and student learning outcomes.

ANTH 1 Introduction to Physical Anthropology 3 Units, 3 Lec, 0 Lab
Update content and textbook to meet C-ID requirements.

ATH 90 Intercollegiate Sand Volleyball 2.5 - 3 Units, 0 Lab, 7.5 - 9.75 Lab
Change Units and Hours:
From: 1-2 Units, 0 Lec, 5-10 Lab
To: 2.5 - 3 Units, 0 Lab, 7.5 - 9.75 Lab

BOT 112 Business Computations with Machines 0.5 Units, 0 Lec, 1.5 Lab
General update: update textbook, student learning outcomes and methods of instruction.

BOT 180 Medical Terminology for the Office 3 Units, 3 Lec, 0 Lab
General update: update textbook, student learning outcomes and methods of instruction.

BOT 182 Medical Office Procedures 3 Units, 2 Lec, 3 Lab

General update: update textbook and student learning outcomes.

CSIS 1 Computer Literacy - MS Office 2 Units, 2 Lec, 0 Lab

General update: update textbook and student learning outcomes.

CSIS 78 Web Sites with SQL and PHP 4 Units, 3 Lec, 3 Lab

General Update: update textbook, student learning outcomes and methods of evaluation.

CSIS 112 Keyboard Speed Building 0.5 Units, 0 Lec, 1.5 Lab

General update: update textbook, student learning outcomes, methods of instruction and methods of evaluation.

ESL 704A ESL for the Workplace 0 Units, 1 - 10 Hours

Change course to "Program Applicable". Course is included in the VESL Certificate of Completion.

ESL 704B ESL for the Workplace 0 Units, 1 - 10 Hours

Change hours:

From: 10 hours

To: 1 - 10 hours

Change course to "Program Applicable". Course is included in the VESL Certificate of Completion.

ESL 775 ESL Literacy I 0 Units, 5 hours

Change course to "Program applicable" and change Classification to "K - Enhanced Funding".

Update textbook and student learning outcomes.

ESL 776 ESL Literacy II 0 Units, 5 Hours

Change course to "Program applicable" and change Classification to "K - Enhanced Funding".

Update textbook and student learning outcomes.

JFT 8 Fire Fighter I Academy 13.5 Units, 6.8 Lec, 21 Lab

Change units and hours

From: JFT 8 Fire Fighter I Academy 10-18 Units, 8.2-20.6 Lec, 19.2-20.6 Lab

To: JFT I Fire Fighter I Academy 13.5 Units, 6.8 Lec, 21 Lab

Change description:

This academy includes instruction on basic fire fighting skills, laws and regulations affecting the fire service. The course will provide the student with knowledge and skills to safely perform, under minimal supervision, essential and advanced fire ground tasks, basic rescue, basic fire prevention and fire investigation task and to use, inspect, and maintain fire fighting and rescue equipment.

Curriculum is intended to provide the minimum required training required by the State of California Fire Marshal in the field of Fire technology as it relates to firefighters.

Update textbook and student learning outcomes.

JLE 143 Basic Academy Modular Level II 7.5 Units, 4 Lec, 11.5 Lab

From: 6.5 Units, 9.17 Lec, 6.11 Lab

To: 7.5 Units, 4 Lec, 11.5 Lab

Change description:

This course is certified by the Commission on Peace Officer Standards and Training (POST) and meets the content and hour requirements established by POST for Level II Reserve Peace

Officers. This course combined with Level I and Level III certificates meet the regular basic academy requirements. (280 hrs)

Update textbook and student learning outcomes.

JLE 144 Basic Academy Modular Level I 13.0 units, 4.5 Lec, 25.7 Lab

Change units, hours:

From: 13.0 units, 3.88 Lec, 26.74 Lab

To: 13.0 units, 4.5 Lec, 25.7 Lab

Change description:

This course is certified by the Commission on Peace Officer Standards and Training (POST) and meets the content and hour requirements established by POST for Lever I Reserve Peace Officers. This course combined with Level III and Level II certificates meets the regular basic academy requirements. (544 hours).

Update textbook and student learning outcomes.

MGMT 104 Leadership/Human Relations in Business 3 Units, 3 Lec, 0 Lab

General Update: update textbook and student learning outcomes.

MGMT 120 Human Resource Management 3 Units, 3 Lec, 0 Lab

General Update: update textbook and student learning outcomes.

DISTANCE EDUCATION - FORM D

CSIS 28 Computer Architecture and Organization 3 Units, 3 Lec, 0 Lab

Offer course as online and hybrid.

Reason: To increase accessibility to students.

MODIFICATION TO EXISTING CERTIFICATE

Non Credit ESL Life skills Certificate

Remove ESL 778, 779, 779, 780, 781 and 782 from Certificate.

Add ESL 784, 785, 786, 787, 775 and 776.

Reason for Modification:

Four new non-credit ESL courses will be created to replace six of the current noncredit ESL Life Skills courses: ESL 777, 778, 779, 780, 781, and 782. Creating these four courses will eliminate repetition between the Credit and Noncredit ESL programs. The first two courses will teach survival level English skills, while the other two courses will teach basic English grammar and study skills within the context of community-based themes. In addition, the latter two courses will prepare noncredit students for transfer into the credit program, thereby creating a smoother transition between the two programs.

Program Requirements:

Select 4 courses from the following list: (22 - 24 hours)		
ESL 784	NC ESL Lifeskills 1A	6 hours
ESL 785	NC ESL Lifeskills 1B	6 hours
ESL 786	NC ESL Fundamentals 2A	6 hours
ESL 787	NC ESL Fundamentals 2B	6 hours

ESL 775	ESL Literacy I	5 hours
ESL 776	ESL Literacy II	5 hours
Total Units for the Certificate:		22 - 24 Hours

Personal Trainer Certificate

Remove AH 32 from list of requirements.

Reason: AH 32 has not been offered in a while and is not anticipated to be offered in the near future. It has already been removed from our KIN major and this certificate was the last one to be revised. We are trying to 'clean up' our degree/certificate in preparation for the new catalog.

Program Requirements:

Required:

Proof of CPR Certification (Am Red Cross)

Required Courses: 15-16 units

BIO 15/ AH 15 - Survey of Anatomy & Physiology	Unit Value	5.0 units
KIN 3 – Intro to Athletic Training		4.0 units
AH32 – CPR or outside certification (Am Red Cross)		0 1.0 units
KIN 85 - Concepts/Program Design of Strength/Cardiovascular Fitness		3.0 units
KIN 84 - Assessment of Fitness Techniques		<u>3.0 units</u>
Total Core Courses		15-16

Choose one of the following: 3 units

AH 11 – Nutrition	3.0 units
HE 1 – Health Education	3.0 units

Total units for the certificate 18-19

MODIFICATION OF EXISTING DEGREE

Kinesiology

The department is revising their A.A. Degree to include a set of Core Courses all students must take and then providing an emphasis in one of four areas. The major used to have separate required classes for each option.

Required Core: (10 Units)		
KIN 2	Introduction to Kinesiology	3
BIO 15	Survey of Human Anatomy and Physiology	5
Kinesiology Activity Courses	A minimum of 2 units from 2 different activities.	2
Choose One Area of Emphasis: (6 Units)		
Education:		
KIN 5	Individual and Dual Sports	3
or	or	or
KIN 8	Introduction to Sports Psychology	3
HE 1	Health Education	3
or	or	or
KIN 6	Games and Rhythms for Children	3

Sports Management:		
KIN 7	Theory of Sports Management	3
KIN 8 or KIN 15	Introduction to Sports Psychology or Sports and Society	3 or 3
Sports Medicine:		
KIN 3	Introduction to Athletic Training	4
KIN 4A	Athletic Training Practicum I	2
Personal Training/Fitness:		
KIN 84	Assessment of Fitness Techniques	3
KIN 85	Concepts/Program Design of Strength/Cardiovascular Fitness	3
LIST B: (2-4 Units)		
Choose one (1) of the following if not used above:		
KIN 3	Introduction to Athletic Training	4
KIN 4A	Athletic Training Practicum I	2
KIN 4B	Athletic Training Practicum II	2
KIN 4C	Athletic Training Practicum III	2
KIN 5	Individual and Dual Sports	3
KIN 6	Games and Rhythms for Children	3
KIN 7	Theory of Sports Management	3
KIN 8	Introduction to Sports Psychology	3
KIN 15	Sports and Society	3
KIN 84	Assessment of Fitness Techniques	3
KIN 85	Concepts/Program Design of Strength/Cardiovascular Fitness	3
HE 1	Health Education	3
BIO 7	Human Anatomy	4
BIO 9	Human Physiology	4
BIO 11	Nutrition	3
BUS 80	Business Law	3
Total Units for the Major:		18-20
General Education (CSU GE or IGETC) Units		Units vary
Electives (as needed to reach 60 units)		
Total Degree Units (minimum)		60