



PRESIDENT'S OFFICE, SBVC
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TO: Lily Owyang
FROM: Troy Sheffield, Dean, Research, Planning and Development
San Bernardino Valley College
DATE: April 13, 2007
SUBJECT: SUBSTANTIVE CHANGE REPORT

The following is a description of our degree options and courses offered through Distance Education. I have also attached "Part II—Degree, Certificate and Transfer Information" that will address these options.

Degree Option 1A

Students can fulfill 41-46 of the required 60 units through completely online classes and 14 of those remaining units through "hybrid" classes.

Degree Option 1B

Students can fulfill 46 of the 60 units through completely online classes and the remaining 14 units through "hybrid" classes.

Degree Option 2

Students can fulfill 54 of the 60 units through completely online classes and the remaining 6 units through one telecourse and one hybrid course.

We also have two certificate programs—administration of justice and library technology—that can be completed by taking a majority of the required classes online (if the classes are offered.) Actually, to date only two of the administration of justice classes are offered online.

Cc: President, Denise Whittaker, SBVC
Vice-President, Linda Stevens ✓

SLOs are complete for highlighted courses.

PART II – DEGREE, CERTIFICATE AND TRANSFER INFORMATION

Successful completion of approved programs at San Bernardino Valley College may lead to:

- Completion of lower division (freshman and sophomore) requirements for transfer to upper division (junior) standing at a four-year college or university
- An *Associate of Arts* or *Associate of Science* degree
- A *Certificate of Completion* in a specific occupational field

Even though these objectives are listed separately, it is possible to achieve all three concurrently during the first two years of college. For example, it is possible to use the coursework completed for a certificate program as a major for an associate degree. Similarly, students completing lower division requirements for transfer to a four-year college or university will find it possible to meet the requirements for an associate degree from San Bernardino Valley College.

Students are encouraged to work with a counselor to develop an educational plan in order to meet educational goals in a time-effective manner.

Associate Degree (Graduation) Requirements

Graduates from San Bernardino Valley College (SBVC) receive an *Associate of Arts* degree or an *Associate of Science* degree. To earn an Associate degree, students must complete general education breadth requirements as specified in Option #1 or Option #2 below, as well as additional units of electives and/or lower division requirements for a major.

Students must file a Graduation Application in the Records Office by the deadlines listed below:

Fall graduation - October 1
Spring graduation - March 1
Summer graduation - July 1

When printed deadlines fall on either Saturday or Sunday, the filing period will be extended to the Monday following the deadline date.

Associate Degree: Option #1

The Option 1 associate degrees are general degrees designed for students who plan to attend a four-year college or university.

Associate Degree Option 1a

The general education breadth requirements are the same as the requirements for the *Intersegmental General Education Transfer Curriculum* (IGETC). Refer to page 33 of the catalog for the IGETC requirements. In the

process of completing this coursework the student must fulfill these general requirements:

1. Complete a minimum of 60 semester units of college coursework, with at least 12 semester units in residence at SBVC.
2. Earn a letter grade of C or higher in each course.

Associate Degree Option 1b

The general education breadth requirements for this degree are the same as the requirements for the *California State University General Education Breadth Requirements* (CSU GE-Breadth). Refer to page 35 of the catalog for the CSU-GE Breadth requirements. In the process of completing this coursework the student must fulfill these general requirements:

1. Complete a minimum of 60 semester units of college coursework, with at least 12 semester units in residence at SBVC.
2. Earn at least a 2.0 grade point average for the CSU-GE coursework. Earn a grade of C or better for each course in the Oral Communication, Written Communication, Critical Thinking and Mathematical / Quantitative Reasoning categories.

Associate Degree: Option #2

This general Associate Degree is designed for students planning to seek immediate employment after graduation. The general education breadth requirements for this degree are listed below. In the process of completing this coursework, students must fulfill these general requirements:

1. Complete ACAD 100.
2. Complete a minimum of 60 semester units of college coursework, with at least 12 semester units in residence at SBVC.
3. Earn an overall grade point average of C (2.00) or higher.
4. Complete coursework for an Associate of Arts or an Associate of Science major as listed in Part III of the *San Bernardino Valley College Catalog*. Note: you must declare a major in order to receive a degree. A list of more than 60 majors can be found on page 38 of this catalog. For students who want a general Associate of Arts Degree that reflects broad-based interests rather than the more narrow focus of other majors, it is suggested to follow the Liberal Arts major described on page 132 of this catalog.
5. Demonstrate competency in English, mathematics and reading by satisfying the