NEW COURSES

Course ID: **ASL 112**
Course Title: American Sign Language IV
Units: 4
Lecture: 4 Hours per week
Laboratory: None
Prerequisite: ASL 111

Catalog and Schedule Descriptions: The fourth course in a series designed to help students acquire communicative competency in American Sign Language within the contexts of literature and story telling. Emphasis is on cultural awareness, grammatical features, vocabulary development, and conversational skills.

Effective: SP 2005
Rationale: The fourth semester has been added as students need the additional units for transfer to Cal State University Northridge and the University of Redlands.

Course ID: **ENGL 020**
Course Title: Fundamentals of News Writing
Units: 3
Lecture: 3 Hours per week
Laboratory: None
Prerequisite: ENGL 914 or eligibility for ENGL 015 as determined by SBVC assessment process.

Catalog Description: A course in journalistic writing: reporting, feature writing, interpretation, editorial and column writing and critical review of the arts. Emphasis is on the most basic form, the news story. This non-transfer course is taught simultaneously with ENGL 120, a transfer-level course. Assignments differ for the two courses although students participate in the same lectures.

Schedule Description: A course in journalistic writing: reporting, feature writing, interpretation, editorial and column writing and critical review of the arts. Emphasis is on the most basic form, the news story.

Course ID: **ENGL 022x4**
Course Title: Journalism Production
Units: 2
Lecture: None
Laboratory: 6 Hours per week
Prerequisite: ENGL 914 or eligibility for ENGL 015 as determined by SBVC assessment process.

Catalog Description: A laboratory course for the production of the campus newspaper. Students participate in all phases of newspaper production: writing, reporting, layout, advertising, photography, editing and distribution. This course may be taken four times. This non-transfer course is taught simultaneously with ENGL 122x4, a transfer-level course. Assignments differ for the two courses although students participate in the same lectures.

Schedule Description: A laboratory course for the production of the campus newspaper. Students participate in all phases of newspaper production: writing, reporting, layout, advertising, photography, editing and distribution. This course may be taken four times.

Course ID: **ENGL 032**
Course Title: Creative Writing
Units: 3
Lecture: 3 Hours per week
Laboratory: None
Prerequisite: ENGL 914 or eligibility for ENGL 015 as determined by SBVC assessment process.

Catalog Description: Introductory course in creative writing focusing on poetry and fiction. Includes strategies for writing both poetry and fiction, and the development of critical standards for judging literature. This non-transfer course is taught simultaneously with ENGL 232, a transfer-level course. Assignments differ for the two courses although students participate in the same lectures

Schedule Description: Introductory course in creative writing focusing on poetry and fiction. Includes strategies for writing both poetry and fiction, and the development of critical standards for judging literature.

Course ID: **ENGL 061**
Course Title: Women Writers
Units: 3
Lecture: 3 Hours per week
Laboratory: None
Prerequisite: ENGL 914 or eligibility for ENGL 015 as determined by SBVC assessment process.

Catalog Description: A survey of poetry and prose by prominent women writers, exploring historical and contemporary issues in women's lives. This non-transfer course is taught simultaneously with ENGL 161, a transfer-level course. Assignments differ for the two courses although students participate in the same lectures.

Schedule Description: A survey of poetry and prose by prominent women writers, exploring historical and contemporary issues in women's lives.

Course ID: **ENGL 070**
Course Title: English Literature to the 18th Century
Units: 3
Lecture: 3 Hours per week
Laboratory: None
Prerequisite: ENGL 914 or eligibility for ENGL 015 as determined by SBVC assessment process.

Catalog Description: Analysis of masterpieces of every literary type significant in the development of English literature from the Middle Ages to the early 18th Century, supplemented by a study of the historical and social background of the literature and lives of representative and important writers. This non-transfer course is taught simultaneously with ENGL 270, a transfer-level course. Assignments differ for the two courses although students participate in the same lectures.

Schedule Description: Analysis of masterpieces of every literary type significant in the development of English literature from the Middle Ages to the early 18th Century, supplemented by a study of the historical and social background of the literature and lives of representative and important writers.

Course ID: **ENGL 071**
Course Title: English Literature from the 18th Century to the Present
Units: 3
Lecture: 3 Hours per week
Laboratory: None
Prerequisite: ENGL 914 or eligibility for ENGL 015 as determined by SBVC assessment process.

Catalog Description: Analysis of masterpieces of every literary type significant in the development of English literature from the 18th Century to the present day, supplemented by a study of the historical and social background of the literature and lives of representative and important writers. This non-transfer course is taught simultaneously with ENGL 271, a transfer-level course. Assignments differ for the two courses although students participate in the same lectures.

Schedule Description: Analysis of masterpieces of every literary type significant in the development of English literature from the 18th Century to the present day, supplemented by a study of the historical and social background of the literature and lives of representative and important writers.

Course ID: **ENGL 075**
Course Title: Literature and Religion of the Bible
Units: 3
Lecture: 3 Hours per week
Laboratory: None
Prerequisite: ENGL 914 or eligibility for ENGL 015 as determined by SBVC assessment process.

Catalog Description: The English Bible as literature and as religion including an examination of the types of literature found in the Bible, the historical and religious context in which the literature was developed and an extensive reading of the two testaments. This non-transfer course is taught simultaneously with ENGL 175, a transfer-level course. Assignments differ for the two courses although students participate in the same lectures.

Schedule Description: The English Bible as literature and as religion including an examination of the types of literature found in the Bible, the historical and religious context in which the literature was developed and an extensive reading of the two testaments.

Course ID: **ENGL 077**
Course Title: Shakespeare
Units: 3
Lecture: 3 Hours per week
Laboratory: None
Prerequisite: ENGL 914 or eligibility for ENGL 015 as determined by SBVC assessment process.

Catalog Description: A critical analysis of a selection of Shakespeare's plays representative of his literary development. Lectures, films, and recordings will examine life and the theater in Elizabethan England. This non-transfer course is taught simultaneously with ENGL 275, a transfer-level course. Assignments differ for the two courses although students participate in the same lectures.

Schedule Description: A critical analysis of a selection of Shakespeare's plays representative of his literary development. Lectures, films, and recordings will examine life and the theater in Elizabethan England.

Course ID: **ENGL 080**
Course Title: World Literature to the 17th Century
Units: 3
Lecture: 3 Hours per week
Laboratory: None
Prerequisite: ENGL 914 or eligibility for ENGL 015 as determined by SBVC assessment process.

Catalog Description: An introduction to world literature from the beginning to the seventeenth century, including a critical analysis of selected samples of literature within the context of the culture and time in which they were written. This non-transfer course is taught simultaneously with ENGL 280, a transfer-level course. Assignments differ for the two courses although students participate in the same lectures.

Schedule Description: An introduction to world literature from the beginning to the seventeenth century, including a critical analysis of selected samples of literature within the context of the culture and time in which they were written.

Course ID: **ENGL 081**
Course Title: World Literature: From the 17th Century to the Present
Units: 3
Lecture: 3 Hours per week
Laboratory: None
Prerequisite: ENGL 914 or eligibility for ENGL 015 as determined by SBVC assessment process.

Catalog Description: An introduction to world literature from the seventeenth century to the present, including a critical analysis of selected samples of literature within the context of the culture and time in which they were written. This non-transfer course is taught simultaneously with ENGL 281, a transfer-level course. Assignments differ for the two courses although students participate in the same lectures.

Schedule Description: An introduction to world literature from the seventeenth century to the present, including a critical analysis of selected samples of literature within the context of the culture and time in which they were written.

Effective: FA 2004
Rationale ALL ENGL courses: There are many students who wish to take courses such as these not to meet a CSU or UC transfer requirement but to enhance their personal growth. Zero level courses such as these will meet the needs of students who may go on to earn their Associate's Degree as these courses can be applied to Humanities electives. In addition, a zero level course will help to keep lower enrolled ENGL courses viable, especially during times of financial crisis, by attracting a larger and more diverse population of students from our community.

Course ID: **READ 102**
Course Title: Critical Reading as Critical Thinking
Units: 3
Lecture: 3 Hours per week
Laboratory: None
Prerequisite: READ 100 or ENGL 101

Catalog and Schedule Descriptions: This course explores the relationship of critical reading and critical thinking, including emphasis on the development of critical thinking skills with application in the interpretation, analysis, criticism, and advocacy of ideas encountered in academic reading.

Effective: FA 2004
Rationale: Presently, students have only four choices when attempting to meet their CSU Critical Thinking general education requirement: PHIL 102, PHIL 103, ENGL 102, and SPEECH 125. This course provides students an opportunity to read "across the curriculum" in order to meet this requirement. In addition, this course completes a new, streamlined Reading curriculum that takes students from pre-literacy to academic reading and critical thinking.

Course ID: **SDEV 901X3**
Course Title: Introduction to Computer Adaptive Technology
Units: 2
Lecture: 1 Hour per week
Laboratory: 3 Hours per week
Prerequisite: None
Dept. Advisory: This course is intended for students with medically verified disability or disabilities (students who must use adaptive computer hardware and software to complete course requirements) and students with access limitations. Instructor may grant permission to non-disabled students who want to explore assistive technology and software. This is an open entry, open exit course.

Catalog and Schedule Descriptions: This course is designed as an introduction to Adaptive Computer Technology. Provides disabled students with an opportunity to evaluate available adaptive technologies and software, as well as appropriateness of accommodations required for parity with peers in regular college classes. Instructor may grant permission to regular students who want to explore adaptive technology and software.

Effective: FA 2004
Rationale: This course will introduce disabled students in our department to Assistive Computer Technology. Students with access limitations to technology will learn new technologies to argument their computing need, thereby maximizing their chances of success at Valley College and beyond. The department does not have any course in Assistive Computer Technology.

Course ID: **SDEV 980**
Course Title: Education Planning
Units: .5
Lecture: .5 Hours per week
Laboratory: None
Prerequisite: None

Catalog and Schedule Description: Develops student ability to create an individualized education plan. Instruction will include UC, CSU, and independent university transfer requirements. Associate degree, certificate, and academic policies will be included. Course is for students who are decided on a college major. Graded on a credit/no credit basis only.

Effective: FA 2004
Rationale: By creating a class dedicated to the development of education plans, counselors can work with large groups of students. Students who could not get counseling appointments could sign up for the class. Certain sections could be offered for special populations such as EOPS, student athletes, international students, etc.

Course ID: **SPAN 157**
Course Title: Spanish for Native Spanish Speakers I
Units: 5
Lecture: 5 Hours per week
Laboratory: None
Prerequisite: None

Catalog and Schedule Description: A beginning course for the Spanish speaking population. Develops conversational, reading and writing skills in Spanish with special emphasis on past tense verbs, grammar, vocabulary expansion and cultural applications of the Spanish language. Course is conducted primarily in Spanish, producing skills equivalent to SPAN 102.

Effective: FA 2004
Rationale: The department is creating two language tracks: one for Spanish speakers and one for non-Spanish speakers. Native speakers have been afraid to take SPAN 158, which is at the level of SPAN 103, preferring instead to enroll in SPAN 102. Thus, we created SPAN 157 for native speakers which is commensurate with SPAN 102.

COURSE MODIFICATIONS

ASL 109   BEGINNING AMERICAN SIGN LANGUAGE

Change Title	To:	American Sign Language I
Change Catalog and Schedule Description	To:	Develops communication skills in American Sign Language. Presents basic vocabulary and grammar of ASL with a review of the characteristics of the deaf community. Primary emphasis is on receptive abilities.
Change Hours	To:	Lecture: 4 Hours per week
Change Units	To:	4

ASL 110   INTERMEDIATE AMERICAN SIGN LANGUAGE

Change Title	To:	American Sign Language II
Change Catalog and Schedule Description	To:	As part of the American Sign Language course sequence, ASL 110 is second in a series of four ASL courses designed for the student to develop proficiency in ASL usage. The course continues to stress the development of basic conversational skills with emphasis on expanding vocabulary and expressive skills. Course content for ASL 110 is comprised of four basic categories: cultural awareness, grammatical features, vocabulary development, and conversational skills.
Change Hours	To:	Lecture: 4 Hours per week
Change Units	To:	4

ASL 111   ADVANCED AMERICAN SIGN LANGUAGE

Change Title	To:	American Sign Language III
Change Catalog and Schedule Description	To:	Develops conversational skills in American Sign Language. Presents expanded vocabulary and grammar of ASL with a review of primary issues in deaf culture. Emphasis is on idiomatic constructions as well as expressive and receptive skills.
Change Hours	To:	Lecture: 4 Hours per week
Change Units	To:	4

Effective: FA 2004
Rationale all ASL courses: To reflect curriculum changes

BUSAD 109   ADVERTISING

Change Catalog and Schedule Description	To:	Principles, purposes and practices of advertising, analysis of the channels of trade, the importance of the correct appeal, style, trademarks, headlines, typography, color, layout, ethics and other problems involved in effective advertising. No artistic abilities required.

BUSAD 200   BUSINESS MANAGEMENT

Change Catalog and Schedule Description	To:	Designed for business majors, this course examines the primary dimensions of the management process including planning, organizing, decision-making and controlling organizational activity.
Change Prerequisite	To:	BUSAD 100
Change Dept Advisory	To:	None

BUSAD 222   SPECIAL PROBLEMS IN BUSINESS I

Change Title	To:	Independent Study in Business Administration
Change Catalog and Schedule Description	To:	Assigned projects involving research and analysis of selected topics or directed study for students who are interested in furthering their knowledge of business administration on an independent study basis. For each unit earned, students are required to devote three hours per week throughout the semester. Enrollment limited to those who meet independent study criteria. Prior to registration, a contract must be prepared. See instructor for details.
Change Hours	To:	Laboratory 3-9 Hours per week
Change Units	To:	1-3

Effective: FA 2004
Rationale for all BUSAD courses: To reflect curriculum changes

CD 105   CHILD GROWTH AND DEVELOPMENT

Change Catalog and Schedule Description	To:	Growth and development of children from the prenatal period through adolescence; with an emphasis on individual, physical, cognitive, and socioemotional needs of children. Practical experience observing and interacting with children.

Effective: FA 2004
Rationale: To reflect curriculum changes

CIT 008   BEGINNING KEYBOARDING PART I

Change Catalog and Schedule Description	To:	Keyboard mastery and correct stroking techniques leading to maximum skill in typing. Use of speed and accuracy drills designed to develop a keyboarding speed of at least 18 words per minute. This is a Part I course students can complete in half a semester. (Formerly OIS 100A)

Effective: FA 2004
Rationale: To reflect curriculum changes

COURSE MODIFICATIONS (continued)

CSYS 102   USING THE IBM-PC

Change Course ID	To:	CIT 100

Change Title	To:	Introduction to Personal Computers

Change Catalog and Schedule Description	To:	A survey course for the use of software tools such as word processing, spreadsheets, graphics, presentation and database using Microsoft Office which includes hands-on experience on PC compatible computers. (Formerly CSYS 102)

Change Hours	To:	Lecture: 3 Hours per week Laboratory: None

CSYS 103   COMPUTER GRAPHICS

Change Course ID	To:	CIT 126

Change Catalog and Schedule Description	To:	An introduction course to graphic design using graphic software. Topics include the study of good graphic design skills and how to apply them, learning graphics software to create professional-looking documents and hands-on experiencing using the PC. (Formerly CSYS 103)

Change Prerequisite	To:	CIT 101

Change Hours	To:	Lecture: 3 Hours per week Laboratory: None

CSYS 203   WEB PUBLISHING

Change Course ID	To:	CIT 122

Change Catalog and Schedule Description	To:	An introduction to Web Page design in a hypertext language such as HTML, Fusion, or FrontPage. Topics include design and construction of effective web pages, the World Wide Web, Internet, searching and loading files, interface and navigation, color and graphics, text and image files, and updating a web site. (Formerly CSYS 203)

Change Dept Advisory	To:	CIT 101

Change Hours	To:	Laboratory: 3 Hours per week

CSYS 222   SPECIAL PROBLEMS IN COMPUTER SYSTEMS I

Change Course ID	To:	CIT 222
Change Title	To:	Independent Study in Computer Information Technology
Change Catalog and Schedule Description	To:	Assigned projects involving research and analysis of selected topics or directed study for students who are interested in furthering their knowledge of information technology on an independent study basis. For each unit earned, students are required to devote three hours per week throughout the semester. Enrollment limited to those who meet independent study criteria. Prior to registration, a contract must be prepared. See instructor for details. (Formerly CSYS 222, MIS 222, OIS 222)
Change Units	To:	1-3
Change Hours	To:	Laboratory: 3-9 Hours per week
Change Prerequisite	To:	CIT 101

CSYS 230   INSIDE THE IBM/PC

Change Course ID	To:	CIT 080
Change Title	To:	Inside the Personal Computer
Change Catalog and Schedule Description	To:	An introduction to the personal computers at the machine level. Topics include the system board, keyboard, floppy and hard disk drives, interface cards, monitors, printers, machine organization, and design conventions. (Formerly CSYS 230)
Change Prerequisite	To:	None

CSYS 232   DATA COMMUNICATIONS AND NETWORKS

Change Course ID	To:	CIT 232
Change Catalog and Schedule Description	To:	An introduction to human-to-computer and computer-to-computer communications. Topics include data transmission, modems, network configurations, protocols and software, telecommunication, teleprocessing, security, and the control and management of LAN's and WAN's. (Formerly CSYS 232)
Change Prerequisite	To:	CIT 101

Effective: FA 2004
Rationale all CSYS courses: To reflect curriculum changes

ECON 201   PRINCIPLES OF ECONOMICS (MICRO)

       Change Title   To: Principles of Microeconomics

ECON 222   SPECIAL PROBLEMS IN ECONOMICS I

       Change Title   To: Independent Study in Economics

       Change Catalog and   To: Assigned projects involving research and analysis of
       Schedule Description   selected topics or directed study for students who
                                        are interested in furthering their knowledge of
                                        economics on an independent study basis. For each
                                        unit earned, students are required to devote three
                                        hours per week throughout the semester. Enrollment
                                        limited to those who meet independent study criteria.
                                        Prior to registration, a contract must be prepared.
                                        See instructor for details.

       Change Units   To: 1-3

       Change Hours   To: Laboratory: 3-9 Hours per week

Effective: FA 2004
Rationale all ECON courses: To reflect curriculum changes

HUMDV 101   PUENTE: PLANNING FOR COLLEGE SUCCESS II

       Change Course ID   To: SDEV 101

       Change Title   To: Puente: Strategies for College and Career Success

       Change Catalog and   To: Designed for students in the UC Puente Project, this
       Schedule Description   course is designed to prepare students for an active
                                          role in their education and community. In addition,
                                        students learn essential skills for creating success in
                                        chosen careers. Includes a mentoring component
                                        which links students with community professionals in
                                        their major area of study. This course is paired with
                                        ENGL 101 Freshman Composition (Puente Project).
                                        Enrollment is limited to students in the UC Puente
                                        Project. (formerly HUMDV 101)

HUMDV 102   COLLEGE TO CAREER

	Change Course ID	To:	SDEV 102

Change Catalog and Schedule Description   To: Designed for students seeking direction in setting academic and career goals. A bio-psycho-social perspective will be used to highlight the person-environment dynamics crucial to a well-rounded preparation for a fulfilling career. Major topics will include evaluation of personal interests, abilities and values, and the utilization of technological resources to identify career choices and labor market trends. (formerly HUMDV 102)

HUMDV 900   ASSESSMENT OF LEARNING DISABILITIES

Change Course ID   To: SDEV 900

Change Catalog and Schedule Description   To: Introduction to the history, general characteristics and legal definition of learning disabilities. Includes identification of students' learning strengths and weaknesses and the determination of students' eligibility for learning disability services. Emphasis on the LD services at the college and the development of an individualized education plan to compensate for any identified learning disability. Graded on a credit/no credit basis only. (formerly HUMDV 900)

HUMDV 905   SUPPORTIVE LEARNING IN MATHEMATICS

Change Course ID   To: SDEV 905

Change Catalog and Schedule Description   To: Course provides specialized instruction and tutoring to individuals and small groups in basic mathematics. Although this course is designed for students with disabilities as certified through diagnostic testing, all students are welcome to enroll. Support strategies to minimize the effects of the disability in the academic setting are presented to maximize students' effectiveness in mainstream classes. Graded on a credit/no-credit basis only. (formerly HUMDV 905)

HUMDV 906   SUPPORTIVE LEARNING IN READING

Change Course ID   To: SDEV 906

Change Catalog and Schedule Description   To: This multi-sensory phonics course provides specialized instruction and tutoring to individuals and small groups in reading. Although this course is designed for students with disabilities as certified through diagnostic testing, all students are welcome to enroll. Support strategies to minimize the effects of the disability in the academic setting are presented to maximize students' effectiveness in mainstream classes. Graded on a credit/no-credit basis only. (formerly HUMDV 906)

Change Units   To: 2

Change Hours   To: Laboratory: 6 Hours per week

HUMDV 990   PUENTE: PLANNING FOR COLLEGE SUCCESS I

      Change Course ID   To: SDEV 015

      Change Title   To: Puente: Strategies for College Success

      Change Catalog and   To: Helps students identify their academic strengths and
      Schedule Description   limitations as a first step in long-term educational planning for transfer. In addition, students learn essential skills for creating success in college. This course is paired with ENGL 015 Preparation for College Writing (Puente Project). Enrollment is limited to students in the UC Puente Project. (formerly HUMDV 990)

Effective: FA 2004
Rationale all HUMDV courses: To reflect curriculum changes

HUMSV 152   COUNSELING THE ELDERLY AND THEIR FAMILIES

      Change Cross-List   To: None

HUMSV 160   CRIME AND DELIQUENCY

      Change Title   To: Human Services Aspects of Crime and Delinquency

      Change Cross-List   To: None

HUMSV 167   CRISIS INTERVENTION, ASSESSMENT, REFERRAL, AND EVALUATION

      Change Catalog   To: History and definitions of crisis intervention.
      Description   Intervention theories and models, interviewing techniques, referral procedures, and assessment. Analysis of types of crises such as suicide, substance abuse and violence in the workplace; common dangers; and coping methods. Professional issues including legal and ethical issues, confidentiality, cultural sensitivity and burn out.

      Change Schedule   To: History, definitions, models and techniques of crisis
      Description   intervention strategies including interviewing, assessment, and community resources/referral. Analysis of types of crises, common dangers and coping methods.

HUMSV 170   INTRODUCTION TO HUMAN SERVICES

      Change Catalog and   To: Historical and theoretical perspectives of human
      Schedule Description   services in response to social problems. Legal, ethical, and problem solving models are presented. Implications of ethnic, gender, and cultural diversity issues are discussed.

      Change Cross-List   To: None

HUMSV 172   GROUP AND FAMILY DYNAMICS

      Change Cross-List   To: None

HUMSV 173   HELPING SKILLS

Change Title   To: Helping and Interpersonal Skills

Change Cross-List   To: None

HUMSV 183   ALCOHOL/DRUG: COUNSELING I

Change Catalog   To: Designed for students seeking certificates in
Description   Alcohol/Drug Studies, and includes the dynamics of
                              the helping relationship, analysis and implications of
                              common characteristics of substance dependent
                              individuals, demonstration and practice of
                              assessment, interviewing and referral techniques;
                              and review of counseling skills and case
                              management. STUDENTS SEEKING
                              ALCOHOL/DRUG STUDIES CERTIFICATE MUST
                              ALSO TAKE HUMSV 197A and HUMSV 198A.

Change Schedule   To: Covers the dynamics of helping relationships:
Description   characteristics of substance dependent individuals;
                              counseling skills. STUDENTS SEEKING
                              ALCOHOL/DRUG STUDIES CERTIFICATES MUST
                              ALSO TAKE HUMSV 197A and HUMSV 198A

Change Dept   To: Complete four Human Services courses required for
Advisory   the Alcohol/Drug Studies Certificate

HUMSV 184   ALCOHOL/DRUG COUNSELING II

Change Catalog   To: Designed for students seeking certificates in
Description   Alcohol/Drug Studies, and includes practical
                              implications and experience in various recovery and
                              crisis intervention modalities; investigation of and
                              experience in group dynamics; analysis and
                              interpretation of critical aspects of counseling;
                              analysis of the role of significant others in the
                              recovery process; discussion of current treatment
                              interventions; and the process of case management
                              and record keeping. STUDENTS SEEKING
                              ALCOHOL/DRUG STUDIES CERTIFICATE MUST
                              ALSO TAKE HUMSV 197B AND HUMSV 198B.

Change Schedule   To: Designed for students seeking certificates in
Description   Alcohol/Drug Studies, and includes practical
                              implications and experience in various recovery and
                              crisis intervention modalities. STUDENTS SEEKING
                              ALCOHOL/DRUG STUDIES CERTIFICATE MUST
                              ALSO TAKE HUMSV 197B AND 198B.

Change Dept   To: Complete four Human Services courses required for
Advisory   the Alcohol/Drug Studies Certificate and HUMSV
                              183, HUMSV 197A and HUMSV 198A.

HUMSV 190   DRUGS: USE AND ABUSE

Change Catalog   To: A survey of the impact of drug use and abuse in our
Description   society including the history, pharmacology, and
                              physiological impact of each drug category; laws
                              related to drug abuse; and society's response to
                              both drug use and abuse.

Change Schedule   To: A survey of the impact of drug use and abuse in our
Description   society including the history, pharmacology, and
                              physiological impact of each drug category and
                              society's response to both drug use and abuse.

HUMSV 195A HUMAN SERVICES: INTERN SEMINAR I

Change Catalog and Schedule Descriptions	To:	An introduction to applied strategies for crisis intervention, case analysis, and therapeutic interventions, and serves as a lecture-based foundation for student's work experience. STUDENTS MUST ALSO TAKE THE WORK EXPERIENCE CLASS THAT MATCHES THEIR CERTIFICATE GOAL (HUMSV 198 A-Z).
Change Dept Advisory	To:	Complete at least four Human Services courses required for any of the Human Services Department Certificates (excluding the Alcohol/Drug Studies Certificate).

HUMSV 195B HUMAN SERVICES: INTERN SEMINAR II

Change Catalog and Schedule Descriptions	To:	An introduction to applied strategies for crisis intervention, case analysis, and therapeutic interventions, and serves as a lecture-based foundation for students' work experience. STUDENTS MUST ALSO TAKE THE WORK EXPERIENCE CLASS THAT MATCHES THEIR CERTIFICATE GOAL (HUMSV 198 A-Z).
Change Dept Advisory	To:	Complete at least four Human Services courses required for any of the Human Services Department Certificates (excluding the Alcohol/Drug Studies Certificate).

HUMSV 261 SELECTIVE STUDIES IN HUMAN SERVICES

Change Course ID	To:	HUMSV 261 A-Z
		261A Child Abuse 261B Youth Counseling 261C Family Violence 261D School Violence Prevention
Change Catalog and Schedule Description	To:	Explores themes that are current and relevant in the areas of Human Services such as Child Abuse, Eating Disorders, Social Work, Mental Health, Corrections, and Community Services. Possible topics include: child/spouse abuse; crisis intervention; youth issues; etc.
Change Units	To:	.25 - 3
Change Hours	To:	Lecture: 4-54 Hours per semester

HUMSV 281   ALCOHOL/DRUG: SPECIAL STUDIES

	Change Course ID	To:	HUMSV 281 A-Z 281A Addiction Severity Index (ASI) 281B Dual Diagnosis 281C Counseling in the Criminal Justice Setting 281D Community Based Criminal Justice Programs
	Change Title	To:	Selected Studies in Alcohol and Drug Studies
	Change Catalog and Schedule Description	To:	Explores addictions in the areas of Human Services, Alcohol/Drug Counseling, Mental Health, Human Development, and Corrections. Suggested subjects include codependency, driving under the influence, co-occurring disorders, tobacco addiction, and assessment instruments, etc.
	Change Units	To:	.25 - 3
	Change Hours	To:	Lecture: 4-54 Hours per semester

Effective: FA 2004
Rationale all HUMSV courses: To reflect curriculum changes

LIB 062   CARE AND REPAIR OF LIBRARY MATERIALS

	Change Hours	To:	Lecture: .5 Hours per week Laboratory: 1.5 Hours per week

LIB 120   CARE AND REPAIR OF LIBRARY MATERIALS

	Change Course ID	To:	LIB 064

LIB 122   PUBLIC SERVICES FOR LIBRARY TECHNICIANS

	Change Course ID	To:	LIB 065

LIB 126   ACQUISITIONS FOR LIBRARY TECHNICIANS

	Change Course ID	To:	LIB 066

LIB 128   LIBRARY TECHNICAL SERVICES

	Change Course ID	To:	LIB 067

LIB 130   LIBRARY MEDIA SERVICES

	Change Course ID	To:	LIB 068

LIB 132   LIBRARY MEDIA SERVICES

	Change Course ID	To:	LIB 069
	Change Dept Advisory	To:	Completion of LIB 065, LIB 066, AND LIB 067, OR equivalent experience.

Effective: FA 2004
Rationale all LIB courses: To reflect curriculum changes.

MACH 021A   MACHINE SHOP I

    Change Course ID   To: MACH 021B

    Change Catalog and   To: First semester machine shop practices for majors or
    Schedule Description   non-majors, with emphasis on Occupational Safety Health Association (OSHA), shop mathematics, measurements, and the correct use of the basic machine tools, mills, lathes, saws, and drill presses, as well as an introduction to National Industry Metal Working Standards (NIMS) skill standards.

MACH 022A   MACHINE SHOP II

    Change Course ID   To: MACH 022B

    Change Catalog and   To: Second semester intermediate machine shop
    Schedule Description   practices for majors or non-majors with a machining background. Emphasis on safety and Occupational Safety Health Act (OSHA), applied mathematics, and advanced processes on mills, lathes, and tool grinding and NIMS standards.

    Change Dept   To: MACH 021B
    Advisory

MACH 023A   MACHINE SHOP III

    Change Course ID   To: MACH 123A

    Change Catalog and   To: Third semester intermediate machine shop practices
    Schedule Description   for majors or non-majors, with a machining background.   Emphasis on safety, applied mathematics for tool manufacturing, surface grinding, milling and turning operations and National Industry Metal Skill Standards (NIMS)

    Change Dept   To: MACH 022B
    Advisory

MACH 024A   MACHINE SHOP IV

    Change Course ID   To: MACH 124A

    Change Catalog and   To: Fourth semester of advanced machine shop
    Schedule Description   practices for majors or non-majors with a machining background.   Emphasis on safety, special tool grinding, gear cutting, carbide usage and tool manufacturing.

    Change Dept   To: MACH 123A
    Advisory

MACH 060A   TOOL AND DIE

    Change Course ID   To: MACH 160A

MACH 074A   SET-UP AND OPERATION OF VARIOUS MACHINE CONTROLS

      Change Prerequisite   To: MACH 070A

Effective: FA 2004
Rationale all MACH courses: To reflect curriculum changes.

MIS 090   NETWORKING FUNDAMENTALS SEMESTER I (CISCO NETWORKING ACADEMY)

      Change Course ID   To: CIT 091

      Change Dept   To: MATH 952 and CIT 105
      Advisory

MIS 091   BASIC ROUTING SEMESTER TWO
      (CISCO NETWORKING ACADEMY)

      Change Course ID   To: CIT 092

      Change Prerequisite   To: CIT 091

MIS 092   FUNDAMENTALS OF LANS, LOCAL AREA NETWORKS, SEMESTER THREE
      (CISCO NETWORKING ACADEMY)

      Change Course ID   To: CIT 093

      Change Prerequisite   To: CIT 092

MIS 093   FUNDAMENTALS OF WANS, WIDE AREA NETWORKS, SEMESTER FOUR
      (CISCO NETWORKING ACADEMY)

      Change Course ID   To: CIT 094

      Change Prerequisite   To: CIT 093

      Change Catalog   To: This course provides the fundamentals in Wide Area
      Description   Network topologies, interfaces, protocols, linking technology, frame encapsulation, design, internetworking structure and theory, ISDN and ISDN components, configuration, frame relay, and subinterfaces. Learn through theory and hands-on application in the process of designing, configuring, installing and implementing a Wide Area Network.

      Change Schedule   To: The fourth semester of the Cisco Academy provides
      Description   students with classroom and laboratory experience in designing, configuring, installing and implementing a Wide Area Network. It includes but is not limited to WAN topologies, interfaces, protocols, and frame encapsulation.

MIS 094   ADVANCED ROUTING, SEMESTER FIVE
                        (CISCO NETWORKING ACADEMY)

	Change Course ID	To:	CIT 095
	Change Prerequisite	To:	CIT 094

MIS 095   REMOTE ACCESS, SEMESTER SIX
                        (CISCO NETWORKING ACADEMY)

	Change Course ID	To:	CIT 096
	Change Prerequisite	To:	CIT 095

MIS 096   LAN SWITCHING, SEMESTER SEVEN
                        (CISCO NETWORKING ACADEMY)

	Change Course ID	To:	CIT 097
	Change Prerequisite	To:	CIT 094

MIS 097   NETWORK TROUBLESHOOTING, SEMESTER EIGHT
                        (CISCO NETWORKING ACADEMY)

	Change Course ID	To:	CIT 098
	Change Prerequisite	To:	CIT 094

MIS 101   INTRODUCTION TO MANAGEMENT INFORMATION SYSTEMS

	Change Course ID	To:	CIT 101
	Change Title	To:	Introduction to Computer Literacy
	Change Catalog Description	To:	The course covers basic computer concepts including hardware components and application software programs. Topics include components of a computer system (CPU, memory, ports, busses, etc.), operating systems and utilities programs, communication and network, ethical issues, and usage of the Internet. The course covers also the use of word processing software to generate business documents, the use of the spreadsheets. Students will learn how to create, modify, insert formulas, use what-if-analysis/goal seek concepts, and format worksheets professionally. In addition the course covers the use of database software and covers concepts such as creating tables, queries, forms, and reports, and the use of presentation software and personal information management software such as Outlook. (Formerly CSYS/MIS 101)

Change Schedule Description	To:	An introductory computer survey course. Topics include computer terminology and concepts; computer hardware; the impact of computers on society and the work place; computer crime. Includes hands-on experience using Internet access, and an integrated software package such as Microsoft Office. (Formerly CSYS/MIS 101)
Change Hours	To:	Lecture: 3 Laboratory: None
Change Dept Advisory	To:	CIT 010 or CIT 008

MIS 102   ADVANCED MANAGEMENT INFORMATION SYSTEMS

Change Course ID	To:	CIT 102
Change Title	To:	Advanced Computer Literacy
Change Catalog And Schedule Description	To:	Expands upon the basic fundamentals of hardware computer concepts, theory and software applications by creating word processing, spreadsheet, database, and presentation graphics and documents introduced in CIT 101. (Formerly MIS 102)
Change Hours	To:	Lecture: 3 Hours per week Laboratory: None
Change Prerequisite	To:	CIT 101

MIS 181   INTRODUCTION TO WINDOWS 98

Change Course ID	To:	CIT 105
Change Title	To:	Introduction to Windows
Change Catalog and Schedule Description	To:	Course will provide the necessary background to understand the graphical user interface of the most widely used operating system. An introduction to the computer operating system that simplifies the process of working with documents and applications, transferring data between documents, and organizing the manner in which one interacts with a computer. (Formerly MIS 181)

MIS 201   ADVANCED BUSINESS PROGRAMMING

Change Course ID	To:	CIT 201
Change Catalog And Schedule Description	To:	This course is a continuation of CIT 200. It explores the numerous changes and enhancements from Visual Basic Version 6.0 to the .NET platform. It emphasizes developing sound programming techniques using real-world, business related problems in Visual Basic as an object-oriented, data-driven language. (Formerly MIS 201)
Change Prerequisite	To:	CIT 200

MIS 210   SYSTEMS ANALYSIS AND DESIGN

> Change Course ID   To: CIT 210
>
> Change Catalog And Schedule Description   To: Introduction to systems analysis and design using traditional development (SDLC) and current techniques, such as client server and object-oriented development, GUI, and electronic data interchange. Emphasis on the role of the analyst, project management techniques, communication skills, economic analysis tools, and computer-assisted system engineering options. (Formerly MIS 210)
>
> Change Prerequisite   To: CIT 101 and CIT 200

MIS 215   DATABASE MANAGEMENT SYSTEMS

> Change Course ID   To: CIT 215
>
> Change Catalog And Schedule Description   To: An introduction to the components of relational database management including data definition language, data manipulation language, screen generation, the use of report writers, and Structured Query Language (SQL). (Formerly MIS 215)
>
> Change Prerequisite   To: CIT 101

Effective: FA 2004
Rationale for all MIS courses: To reflect curriculum changes

MUS 121   APPRECIATION OF MUSIC LITERATURE I

> Change Title   To: Music Literature I—Middle Ages through Classicism
>
> Change Catalog and Schedule Description   To: An overview of music's historical development from the Middle Ages through Classicism. Emphasis is on appreciation of musical form and the role of music in a multicultural society to political and artist events.

MUS 122   APPRECIATION OF MUSIC LITERATURE II

> Change Title   To: Music Literature II—Classicism to Present
>
> Change Catalog and Schedule Description   To: An overview of music's historical development from Classicism to the present. Emphasis is on appreciation of musical form and the role of music in a multicultural society to political and artist events.

Effective: FA 2004
Rationale all MUS courses: To reflect curriculum changes

OIS 073   MICROSOFT POWERPOINT FOR WINDOWS 95

Change Course ID	To:	CIT 118
Change Title	To:	Microsoft PowerPoint
Change Catalog And Schedule Description	To:	Introduction to a presentation graphics program for those who plan to make effective and compelling presentations. Instruction includes developing and customizing presentations by using charts, clip art, pictures, presentation templates, WordArt, and information and graphics from Word, Excel, and Access. (Formerly MIS 073/OIS 073)
Change Units	To:	3
Change Hours	To:	Lecture: 3 Hours per week Laboratory: None
Change Dept Advisory	To:	CIT 105

0IS 100   BEGINNING KEYBOARDING

Change Course ID	To:	CIT 010
Change Catalog and Schedule Description	To:	Fundamentals of keyboarding including operation of a standard keyboard by touch. Instruction and practice in formatting a variety of personal and business documents, such as letters, reports, and tables. Use of speed and accuracy drills designed to develop a keyboarding speed of 30 words per minute for five minutes. This is a combined Part I and Part II course students can complete in one semester. (Formerly OIS 100)

0IS 100B   BEGINNING KEYBOARDING, PART II

Change Course ID	To:	CIT 009
Change Catalog and Schedule Description	To:	Instruction and practice in typing personal and business letters, rough drafts, simple manuscripts, simple tabulation reports and various styles of letters. Practice in developing speed and control. Designed to develop a minimum keyboarding speed of 30 words per minute for five minutes. This is a Part II course students can complete in half a semester. (Formerly OIS 100B)
Change Prerequisite	To:	CIT 008

0IS 130   RECORDS AND DATABASE MANAGEMENT

Change Course ID	To:	CIT 030
Change Catalog and Schedule Description	To:	The course provides an introduction to manual and computerized filing systems. The principles governing records storage, and how to locate when needed, and how to apply the criteria for determining their disposition or retention are thoroughly explored. (Formerly OIS 130)
Change Dept Advisory	To:	None

OIS 142   MACHINE CALCULATIONS

Change Course ID	To:	CIT 033
Change Catalog and Schedule Description	To:	Instruction and practice on electronic desk calculators with application of skills to problems and mathematical computation for business and industry. (Formerly OIS 142)

OIS 144   BUSINESS ENGLISH

Change Course ID	To:	CIT 031
Change Catalog and Schedule Description	To:	Review of basic grammar, punctuation, capitalization and spelling. Emphasis on grammar, vocabulary building for effective business communication, and writing common business letters and memos. (Formerly OIS 144)

OIS 167   BEGINNING MEDICAL TERMINOLOGY

Change Course ID	To:	CIT 044
Change Title	To:	Medical Office Terminology
Change Catalog and Schedule Description	To:	The course covers the origin, correct spelling, pronunciation, meaning, and current use of medical terms and their application to medical records and reports. (Formerly OIS 167)

OIS 176   SPREADSHEETS: EXCEL

Change Course ID	To:	CIT 114
Change Catalog and Schedule Description	To:	Production of workbooks using EXCEL, which integrates spreadsheet analysis, information management, and graphics. Includes the design and use of worksheets; how to enter labels, numbers, formulas, and create graphs. How to format worksheets professionally. How to use Excel functions in different applications and understand the concept of data management in Excel. Understand the concept of What-if-Analysis. Consolidate data in a 3-D workbook and establish File Linking. Web page and insert (Formerly MIS/OIS 176).
Change Hours	To:	Lecute: 3 Hours per week Laboratory: None
Change Units	To:	3
Change Dept Advisory	To:	CIT 100 or CIT 101

COURSE MODIFICATIONS (continued)

OIS 179   DATABASE MANAGEMENT: ACCESS

Change Course ID	To:	CIT 116
Change Catalog and Schedule Description	To:	Development and maintenance of a database. Provides a working knowledge of designing a database and setting field properties, storing, retrieving, printing, indexing records, creating informational and technical queries, developing customized forms and reports, establishing different types of relationships, Integrating Access with the Web, and creating a database Switchboard. Emphasis on developing a practical ability to use a database in a Windows environment with full graphical user interface functionality. (Formerly MIS/OIS 179)
Change Hours	To:	Lecture: 3 Laboratory: None
Change Units	To:	3
Change Dept Advisory	To:	CIT 100 or CIT 101

Effective: FA 2004
Rationale ALL OIS courses: To reflect curriculum changes

READ 920X3   READING SKILLS I

Change Course ID	To:	READ 920
Change Catalog and Schedule Descriptions	To:	A comprehensive, diagnostic-prescriptive program for students requiring basic reading skills, including instruction in phonics, vocabulary development, and literal and inferential comprehension skills. (Formerly READ 920X3)
Change Hours	To:	Lecture: 2 Hours per week Laboratory: 3 Hours per week
Change Units	To:	3

READ 970X3   READING SKILLS III

Change Course ID	To:	READ 015
Change Title	To:	Preparation for College Reading
Change Catalog and Schedule Descriptions	To:	Designed to foster general reading improvement with an emphasis on reading comprehension and vocabulary. Required laboratory practice assignments are based on diagnostic tests, which identify strengths and weaknesses. (Formerly READ 970X3)
Change Prerequisite	To:	Reading 950 or eligibility for Reading 015 as determined through the SBVC assessment process.

Effective: FA 2004
Rationale all READ courses: To reflect curriculum changes

SPAN 104   COLLEGE SPANISH IV

Change Prerequisite   To: SPAN 103 OR SPAN 158.

Effective: FA 2004
Rationale: To reflect curriculum changes.

SPAN 158   SPANISH FOR NATIVE SPANISH SPEAKERS

Change Title	To:	Spanish for Native Spanish Speakers II
Change Catalog and Schedule Descriptions	To:	A continuation of Spanish 157 designed for students who already communicate in Spanish and who want to develop and strengthen reading and writing skills with special emphasis on vocabulary expansion, proper grammatical usage, cultural and literary applications of the Spanish language. Course is conducted in Spanish, producing skills equivalent to Spanish 103.
Change Hours	To:	Lecture: 4 Hours per week Laboratory: None
Change Units	To:	4
Change Prerequsite	To:	SPAN 157

Effective: SP 2005
Rationale: To reflect curriculum changes.

SOC 150   INTRODUCTION TO GERONTOLOGY: SOCIAL ASPECTS OF AGING

Change Cross-List	To:	None
Change Catalog and Schedule Description	To:	This course examines aging and the life course. It explores how the aging process is influenced and shaped by societal forces, covering physical, psychological, and economic as well as social aspects of aging. This course will examine these processes of aging as they affect individuals, families, cohorts and societies.

Effective: FA 2004
Rationale: To reflect curriculum changes

WELD 060   LAYOUT FITTER I

Change Hours   To: Lecture: 2 Hours per week
Laboratory: 3.5 Hours per week

WELD 061   LAYOUT FITTER II

Change Hours   To: Lecture: 2 Hours per week
Laboratory: 3.5 Hours per week

Effective: FA 2004
Rationale all WELD courses: To reflect curriculum changes

Note: In order to conserve space, and as the description modification is the same, all Work Experience courses are listed below rather than in alphabetic succession with other course modifications.

ADJUS 198	ADMINISTRATION OF JUSTICE WORK EXPERIENCE
AERO 198	AERONAUTICS WORK EXPERIENCE
ART 198	ART WORK EXPERIENCE
AUTO 098	AUTOMOTIVE TECHNOLOGY WORK EXPERIENCE
BUSAD 198	BUSINESS ADMINISTRATION WORK EXPERIENCE
CD 198	CHILD DEVELOPMENT WORK EXPERIENCE
CIT 198	COMPUTER INFORMATION TECHNOLOGY WORK EXPERIENCE
ELECTR 198	ELECTRICITY WORK EXPERIENCE
FCS 198	FAMILY CONSUMER SCIENCE WORK EXPERIENCE
HUMSV 198	HUMAN SERVICES WORK EXPERIENCE
INSPEC 098	INSPECTION WORK EXPERIENCE
LIB 098	LIBRARY TECHNOLOGY WORK EXPERIENCE
MACH 198	MACHINIST TECHNOLOGY WORK EXPERIENCE
NURS 198	NURSING WORK EXPERIENCE
PE 198	PHYSICAL EDUCATION WORK EXPERIENCE
REFRIG 198	REFRIGERATION WORK EXPERIENCE
RM 198	RESTAURANT MANAGEMENT WORK EXPERIENCE
RTVF 198	RADIO, TELEVISION AND FILM WORK EXPERIENCE
PUBAD 198	PUBLIC ADMINISTRATION WORK EXPERIENCE
WELD 198	WELDING WORK EXPERIENCE

Change Catalog and Schedule Description   To: Supervised training in the form of on the job employment that will enhance the student's educational goals. The student's major and job must match. Students work 5-20 hours per week to earn units using the following formula: For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 198 courses. Students MUST be working for pay or volunteer before registering for a Work Experience class. NOTE: Only one section of Work Experience may be taken during a semester.

Effective: FA 2004
Rationale for all Work Experience courses: To reflect curriculum changes

DISTRIBUTED EDUCATION

LIB 062	**100% ONLINE**
LIB 110	**100% ONLINE**
LIB 064	**100% ONLINE**
LIB 065	**100% ONLINE**
LIB 066	**100% ONLINE**
LIB 067	**100% ONLINE**
LIB 068	**100% ONLINE**
LIB 069	**100% ONLINE**
MATH 102	**100% ONLINE**

Effective: FA 2004

DELETE COURSES

ACCT 223	HUMSV 282
BUSAD 115	HUMSV 283
BUSAD 117	HUMSV 284
BUSAD 154	HUMSV 291
BUSAD 205	HUMSV 292
BUSAD 223	HUMSV 293
CSYS 101	HUMSV 294LIB 296
CSYS 104	LIB 297
CSYS 106	LIB 298
CSYS 202	LIB 299
ECON 223	MIS 070
ENGL 121	MIS 073
ENGL 167	MIS 140
ENGL 285A	MIS 171
ENGL 285B	MIS 176
ENGL 285C	MIS 178
ESL 930A	MIS 179
ESL 930B	MIS 183
ESL 930C	MIS 220
ESL 930D	MIS 223
ESL 945	MIS 225
FCS108	MIS 250
HUMDV 907	MIS 265
HUMSV 150	OIS 041–042–043
HUMSV 165	OIS 050X3
HUMSV 166	OIS 070
HUMSV 174	OIS 080X4
HUMSV 196A	OIS 115A
HUMSV 196B	OIS 123
HUMSV 198B	OIS 148
HUMSV 200A	OIS 165
HUMSV 200B	OIS 181
HUMSV 204A	OIS 183
HUMSV 204B	OIS 198
HUMSV 262	OIS 223
HUMSV 263	PSYCH 080
HUMSV 264	PSYCH 101
HUMSV 271	PSYCH 104
HUMSV 272	PSYCH 113
HUMSV 273	PSYCH 114
HUMSV 274	PSYCH 116

Effective: FA 2004

<p align="center">**MODIFY DEGREE**</p>

LIBRARY SCIENCE ASSOCIATE OF ARTS
To graduate with a specialization in Library Science, students must complete 18 units from the following list of courses plus the general breadth requirements for the Associate Degree (minimum 60 units).

Required Courses:		**Units**
LIB 062	**Care and Repair of Library Materials**	**1**
LIB 064	**Introduction to Libraries for Library Technicians**	**1**
LIB 065	**Public Services for Library Technicians**	**3**
LIB 066	**Acquisitions for Library Technicians**	**3**
LIB 067	**Library Technical Services**	**3**
LIB 068	**Library Media Services**	**2**
LIB 069	**Library Automation for Library Technicians**	
	(or any other hands-on college-level computer course)	**(2)**
ENGL 055 or 155	**Children's Literature**	
	(or any other college-level literature course)	**(3)**
LIB 110	**Information Literacy**	**1**

Effective: FA 2004
Rationale: At the direction of the articulation officer, course numbers in the Library Technology department have been changed to indicate that they are associate degree applicable only. This will bring the renumbered courses into line with others that do not articulate or directly lead to a baccalaureate degree. The associate degree is being amended here to reflect those number changes.

<p align="center">**DELETE DEGREE**</p>

ENGINEERING TECHNOLOGY

Effective: FA 2004
Rationale: The Aeronautics – Engineering Technology associate degree does not align with Engineering Technology majors offered at Cal Poly Pomona, CSU Long Beach, or CSU Los Angeles.

BASIC OPERATION COMPUTERIZED NUMERICAL CONTROL (CNC)

This certificate is designed to provide entry-level skills to operate a CNC lathe or milling type machine tool.

Required Courses:		Units
MACH 021B	Machine Shop I	4
MACH 070A	Computer Numerical Control Machining I	3
MACH 074A	Set-up and Operation of Various Machine Controls	3
MACH 090A	Engineering Blueprint Reading, Geometric Dimensioning and Tolerancing	3
Total Units		**13**

Effective: FA 2004
Rationale: The need for this to provide entry-level skills to operate a CNC lathe or milling type machine tool. The existing numerical control certificate programs require two years of courses without offering any kind of immediate certificate for entry-level jobs. The projected enrollment would be all students enrolled in the Machine Trades program that complete the basic entry-level courses.

CRIME SCENE INVESTIGATION

This certificate is designed for persons considering a career in Forensic Sciences or Criminalistics. Covering critical components of Crime Scene Investigation (CSI), collection of evidence, courtroom testimony and presentation, forensic anthropology, entomology and odontology.

Required Courses:		Units
CRMJUS 086	Introduction to Crime Scene Investigation	2
CRMJUS 087	Intermediate Crime Scene Investigation	2
CRMJUS 088	Advanced Crime Scene Investigation	2
ADJUS 103	Concepts of Criminal Law	3
ADJUS 104	Legal Aspects of Evidence	3

Two (2) units of electives chosen from the following list:

CRMJUS 089	Forensic Photography	2
CRMJUS 090	Bloodstain Pattern Analysis	2
Total Units		**14**

Effective: FA 2004
Rationale: Many agencies have a need for entry-level forensic employment performing a variety of tasks at the individual station level, often involved in smaller crime scenes, burglaries and vehicle accidents. The requirements of an entry-level position or evidence technician are often minimal. A certificate program offering crime scene classes that have been proposed through the Criminal Justice Division, along with some general ed courses, would be an excellent way to obtain a first level of employment in the forensics field.

LIBRARY TECHNOLOGY

This certificate is designed to prepare students for entry-level employment in a library, assisting librarians to acquire, prepare, and organize material, and/or assisting users in finding information. In some cases, such as in small branch or school libraries, library technicians may perform any or all of these tasks on their own.

Required Courses:		Units
LIB 062	Care and Repair of Library Materials	1
LIB 065	Public Services for Library Technicians	3
LIB 066	Acquisitions for Library Technicians	3
LIB 067	Library Technical Services	3
LIB 068	Library Media Services	2
LIB 069	Library Automation for Library Technicians	2
	(or any other hands-on college-level computer course)	
LIB 110	Introduction to Libraries for Library Technicians	1
LIB 198*	Library Work Experience	1-4
ENGL 055 or 155	Children's Literature	(3)
	(or any other college-level literature course)	
CIT 010	Beginning Keyboarding	(3)
	(or demonstrated ability to type 30 wpm for five minutes)	

Total Units: **22-25**

*This requirement may be waived if the student has been employed in a library for at least one year at full time (or equivalent).

Effective: FA 2004
Rationale: At the direction of the articulation officer, course numbers in the Library Technology department have been changed to indicate that they are associate degree applicable only. This will bring the renumbered courses into line with others that do not articulate or directly lead to a baccalaureate degree. The certificate is being amended here to reflect those number changes. Specific certificate outcomes have been added to provide prospective students with information concerning the job skills and various tasks that employers will expect them to be able to perform once they earn the certificate. Descriptions of alternates to required courses have been clarified for increased comprehension by students.

MACHINE TECHNOLOGY

Students working for certificates must have a basic knowledge of arithmetic, reading, and writing in order to learn and work in the occupations they select.

There are four Machine Technology Certificates: (1) Computer Numerical Control: CAD/CAM, (2) Machine Technology, (3) Machinist Standard, and (4) Tool and Die. Each of these certificates requires the core courses plus specialized courses.

Required Core Courses:		Units
MACH 120A	Machine Shop Theory	2
MACH 021B	Machine Shop I	4
MACH 022B	Machine Shop II	4
MACH 123A	Machine Shop III	4
MACH 124A	Machine Shop IV	4
MACH 090A	Engineering Blueprint Reading, Geometric Dimensioning and Tolerancing	3
TECALC 097	Technical Calculations	4

TOTAL UNITS for the Core Requirements   **25**

COMPUTER NUMERICAL CONTROL: CAD/CAM

Required Courses:		Units
Machine Technology Core Requirements		**25**
MACH 070A	Computer Numerical Control Machining I	3
MACH 071A	Computer Numerical Control Machining II	3
MACH 072B	Computer Aided Design/Computer Aided Manufacturing I	3
MACH 073B	Computer Aided Design/Computer Aided Manufacturing II	3
MACH 074A	Set-up and Operation of Various Machine Controls	3
MACH 129A	Manufacturing Processes	3
Total Units required for the Computer Numerical Control: CAD/CAM Certificate		**43**

MACHINE TECHNOLOGY

Required Courses:	Units
Machine Technology Core Requirements	**25**
Total Units required for the Machine Technology Certificate	**25**

MACHINIST STANDARD

Required Courses:		Units
Machine Technology Core Requirements		**25**
MACH 070A	Computer Numerical Control Machining I	3
MACH 129A	Manufacturing Processes	3
Total Units required for the Machinist Standard Certificate		**31**

TOOL AND DIE

Required Courses:		Units
Machine Technology Core Requirements		**25**
MACH 160A	Tool and Die	4
MACH 061A	Jig and Fixture Making	4
MACH 062x3	Introduction to Mold Making	3
MACH 129A	Manufacturing Processes	3
Total Units required for the Tool and Die Certificate		**39**

Effective: FA 2004
Rationale: To reflect curriculum number changes

MECHANICAL HYDRAULICS / PNEUMATICS

The Mechanical Hydraulics/Pneumatics Certificate program is designed to qualify students for entry-level work in industrial mechanical hydraulics maintenance with training on state-of-the-art pneumatic systems, basic components, pumps and hydraulic simulation equipment. This certificate enables the holder to perform many plant maintenance requirements.

Required Courses:		Units
MACH 021B	Machine Shop I	4
MACH 090A	Engineering Blueprint Reading, Geometric Dimensioning and Tolerancing	3
MACH 091A	Rigging Systems and Techniques	3
MACH 092A	Fluid Power Systems I	2
MACH 093A	Fluid Power Systems II	2
MACH 094A	Fluid Pump Systems	2
MACH 095A	Piping Systems	1
MACH 096A	Central Lubrication	1
MACH 097A	Mechanical Systems	2
TECALC 097	Technical Calculations	4
WELD 145	Shielded Metal Arc Welding	3
Total Units		**27**

Effective: FA 2004
Rationale: To reflect curriculum number changes