SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Interim Chancellor

REVIEWED BY: Dr. Debra S. Daniels, President, SBVC

PREPARED BY: Dr. Larry Buckley, Vice President, Instruction SBVC

DATE: April 21, 2011

SUBJECT: Consideration of Approval of Curriculum - SBVC

RECOMMENDATION

It is recommended that the Board of Trustees approve the SBVC curriculum modifications.

OVERVIEW

The courses, certificates and degrees at SBVC are continually being revised and updated to reflect and meet student needs.

ANALYSIS

These courses, certificates and degrees have been approved by the Curriculum Committee of the Academic Senate and will be included in the 2011-2012 College Catalog.

BOARD IMPERATIVE

II. Learning Centered Institution for Student Access, Retention and Success

FINANCIAL IMPLICATIONS

None

MODIFY COURSES

COURSE ID	COURSE TITLE
ADJUS 101	INTRODUCTION TO ADMINISTRATION OF JUSTICE

Catalog Description: This course is an introduction to the philosophy and history of the criminal justice system including the roles and functions of the local, state, and federal jurisdictions. Additional discussion topics will include the roles, functions and interrelationships among law enforcement agencies, courts and corrections as well as crime causation, correctional theory, analysis, and the social impact of crime.
Schedule Description: This course is an introduction to the philosophy and history of the criminal justice system, including the roles and functions of the local, state and federal jurisdictions.

Effective Date: FA12
Rationale: Content Review

COURSE ID	COURSE TITLE
ADJUS 106	PRINCIPLES OF INVESTIGATION

Catalog Description: This course covers the principles of various types of investigations utilized in the criminal justice system, including concepts of investigation, and the analysis, evaluation, preservation and documentation of evidence.   The course will also include dealing with the public, techniques for handling crime scenes, interviews, evidence, surveillance, follow-up, technical resources, and case preparation.
Schedule Description: This course covers the principles of various types of investigations utilized in the criminal justice system, including concepts of investigation, and the analysis, evaluation, preservation and documentation of evidence.

Effective Date: FA12
Rationale: Content Review

COURSE ID	COURSE TITLE
ADJUS 107	CONCEPTS OF ENFORCEMENT SERVICES

Catalog Description: This course examines the theories, philosophies, and concepts related to the role expectations of line enforcement officers. The emphasis is focused on patrol, traffic and public service responsibilities and their relationships to the administration of justice.
Schedule Description: This course examines the theories, philosophies, and concepts related to the role expectations of line enforcement officers. The emphasis is focused on patrol, traffic and public service responsibilities and their relationships to the administration of justice.

Effective Date: FA12
Rationale: Content Review

COURSE ID	COURSE TITLE
ADJUS 108	JUVENILE PROCEDURES

Catalog Description: This course examines the organization, function and jurisdiction of juvenile agencies; the processing and detention of juvenile offenders; and court procedures concerning their status.
Schedule Description: This course examines the organization, function and jurisdiction of juvenile agencies; the processing and detention of juvenile offenders; and court procedures concerning their status.

Effective Date: FA12
Rationale: Content Review

COURSE ID	COURSE TITLE
ARAB 101	COLLEGE ARABIC I

Units: 5
Lecture: 5 contact hour(s) per week
80 - 90 contact hours per semester

Effective Date: FA12
Rationale: Content Review

COURSE ID	COURSE TITLE
ARAB 102	COLLEGE ARABIC II

Units: 5
Lecture: 5 contact hour(s) per week
80 - 90 contact hours per semester

Effective Date: FA12
Rationale: Content Review

COURSE ID	COURSE TITLE
BUSAD 027	BUSINESS COMMUNICATION

Departmental Advisory: ENGL 914 or eligibility for ENGL 015 as determined by SBVC assessment
Prerequisite: None

Effective Date: FA12
Rationale: Content Review

COURSE ID	COURSE TITLE
BUSAD 108	PERSONAL FINANCE AND INVESTMENTS

Course Title: Personal Finance, Investments and Estate Planning

Catalog Description: This course is an integrated approach to personal finance focusing on practical financial decision making as well as the social, psychological, and physiological contexts in which those decisions are made. The student will examine the preparation for managing one's personal finances, including financial planning, income and expense management, investment analysis, retirement planning, consumerism, long-term care, estate planning, credit management, home ownership, death and taxes.

Schedule Description: This course is an integrated approach to personal finance focusing on practical financial decision making as well as the social, psychological, and physiological contexts in which those decisions are made. The student will examine the preparation for managing one's personal finances, including financial planning, income and expense management, investment analysis, retirement planning, consumerism, long-term care, estate planning, credit management, home ownership, death and taxes.

Effective Date: FA12
Rationale: Content Review

COURSE ID	COURSE TITLE
MACH 072B	COMPUTER AIDED DESIGN/COMPUTER AIDED MANUFACTURING I

Course ID: MACH 072
Course Title: Computer Aided Design and Manufacturing I
Prerequisite: MACH 071
Catalog Description: This course includes the study and use of Mastercam X software with emphasis on drawing 2-D models, construction and part design basics related to 2-D models, and part programming for Computer Numerical Control (CNC) lathes and mills. (Formerly MACH 072B)
Schedule Description: This course includes the study and use of Mastercam X software with emphasis on drawing 2-D models, construction and part design basics related to 2-D models, and part programming for Computer Numerical Control (CNC) lathes and mills. (Formerly MACH 072B)

Effective Date: FA12
Rationale: Content Review

COURSE ID	COURSE TITLE
MACH 073B	COMPUTER AIDED DESIGN/COMPUTER AIDED MANUFACTURING II

Course ID: MACH 073
Course Title: Computer Aided Design and Manufacturing II
Prerequisite: MACH 072
Catalog Description: This course includes the study and use of Mastercam X, mill, and solids software to generate tool paths, program codes, tooling information, and part coordinate information. (Formerly MACH 073B)
Schedule Description: This course includes the study and use of Mastercam X, mill, and solids software to generate tool paths, program codes, tooling information, and part coordinate information. (Formerly MACH 073B)

Effective Date: FA12
Rationale: Content Review

COURSE ID	COURSE TITLE
MACH 074B	SET-UP AND OPERATION OF VARIOUS MACHINE CONTROLS

Course ID: MACH 074
Course Title: Set-up and Operation of CNC Machines
Prerequisite: MACH 073
Catalog Description: This course is the study of 2-D tool paths, machine control programming, part fixtures, tool applications, inspection equipment, and management of data required to operate Computer Numerical Control (CNC) machines. (Formerly MACH 074B)
Schedule Description: This course is the study of 2-D tool paths, machine control programming, part fixtures, tool applications, inspection equipment, and management of data required to operate Computer Numerical Control (CNC) machines. (Formerly MACH 074B)

Effective Date: FA12
Rationale: Content Review

COURSE ID	COURSE TITLE
MACH 129B	MANUFACTURING PROCESS

Course ID: MACH 129
Catalog Description: This course covers the following manufacturing processes: thread terminology, machining speeds and feeds, basic heat treating, tool selection and processes for turning, milling and drilling, and basic machine design. (Formerly MACH 129B)
Schedule Description: This course covers the following manufacturing processes: thread terminology, machining speeds and feeds, basic heat treating, tool selection and processes for turning, milling and drilling, and basic machine design. (Formerly MACH 129B)
Effective Date: FA12
Rationale: Content Review

Curriculum Meetings: 02-28-11; 03-14-11
Conjoint Meeting: 03-28-11
Board of Trustees Meeting: April 21, 2011

COURSE ID	COURSE TITLE
MACH 160A	TOOL AND DIE

Course ID: MACH 160
Departmental Advisories: MACH 075 and MACH 120 and MACH 123
Catalog Description: This course includes the study and design of advanced tool and die making processes; die cutting and forming; power presses dies for stamping and forming metal parts; and standards as outlined in the National Institute for Metalworking Skills (NIMS) standards. (Formerly MACH 160A)
Schedule Description: This course includes the study and design of advanced tool and die making processes; die cutting and forming; power presses dies for stamping and forming metal parts; and standards as outlined in the NIMS standards. (Formerly MACH 160A)

Effective Date: FA12
Rationale: Content Review

COURSE ID	COURSE TITLE
PE 231	FIRST AID AND CPR

Catalog Description: This course provides instruction on emergency care and treatment of illnesses and injuries including training in cardiopulmonary resuscitation (CPR) and automated external defibrillation (AED). Students who successfully pass all National Safety Council requirements will receive a First Aid Certificate. Students who successfully pass all CPR and AED requirements will receive a CPR/AED Certificate.
Schedule Description: This course provides instruction on emergency care and treatment of illnesses and injuries including training in CPR and AED.

Effective Date: FA12
Rationale: Content Review

COURSE ID	COURSE TITLE
PE/I 138X4	PHYSICAL FITNESS

Catalog Description: Physical Fitness is a structured exercise class designed to develop a balanced exercise program including cardiovascular endurance, muscular strength and flexibility training. Instructor guided equipment orientation, fitness testing, exercise technique, and individualized programming are provided. This class is appropriate for all fitness levels.
Schedule Description: Physical Fitness is a structured exercise class designed to develop a balanced exercise program including cardiovascular endurance, muscular strength and flexibility training. Instructor guided equipment orientation, fitness testing, exercise technique, and individualized programming are provided. This class is appropriate for all fitness levels.

Effective Date: FA12
Rationale: Content Review

Curriculum Meetings: 02-28-11; 03-14-11
Conjoint Meeting: 03-28-11
Board of Trustees Meeting: April 21, 2011

COURSE ID	COURSE TITLE
POLIT 110	INTRODUCTION TO POLITICAL THEORY

Catalog Description: This course is a survey of Western political thought from classical times to the contemporary period. The course explores such controversial topics as the nature of justice, the morality of political deception and violence, the proper limits of governmental power, the virtues (and challenges) of political diversity, and the future of the bourgeois state in an era of globalization.

Schedule Description: This course is a survey of Western political thought from classical times to the contemporary period. The course explores such controversial topics as the nature of justice, the morality of political deception and violence, the proper limits of governmental power, the virtues (and challenges) of political diversity, and the future of the bourgeois state in an era of globalization.

Effective Date: FA12
Rationale: Content Review

COURSE ID	COURSE TITLE
POLIT 110H	INTRODUCTION TO POLITICAL THEORY - **HONORS**

Catalog Description: This course is a survey of Western political thought from classical times to the contemporary period. The course **utilizes selected primary texts** to explore such controversial topics as the nature of justice, the morality of political deception and violence, the proper limits of governmental power, the virtues (and challenges) of political diversity, and the future of the bourgeois state in an era of globalization. **This course is intended for students in the Honors Program but is open to all students who desire more challenging course work.**

Schedule Description: This course is a survey of Western political thought from classical times to the contemporary period. The **course utilizes selected primary texts** to explore such controversial topics as the nature of justice, the morality of political deception and violence, the proper limits of governmental power, the virtues (and challenges) of political diversity, and the future of the bourgeois state in an era of globalization. **This course is intended for students in the Honors Program but is open to all students who desire more challenging course work.**

Effective Date: FA12
Rationale: Content Review

COURSE ID	COURSE TITLE
READ 950	READING SKILLS II

Catalog Description: This course is a basic skills reading course that prepares students for Reading 015 and English 914. It is designed to assist students in improving reading through an emphasis on word attack skills, vocabulary development, general comprehension skills, basic writing conventions, and study skills.
Schedule Description: This course is a basic skills reading course that prepares students for Reading 015 and English 914. It is designed to assist students in improving reading through an emphasis on word attack skills, vocabulary development, general comprehension skills, basic writing conventions, and study skills.

Effective Date: FA12
Rationale: Content Review

COURSE ID	COURSE TITLE
SPEECH 140	SMALL GROUP COMMUNICATION

Course ID: COMMST 140
Departmental Advisory: ENGL 015 or eligibility for ENGL 101 or 101H as determined by SBVC assessment process
Catalog Description: This course explores discussion principles, communication skills, conflict management, participation practices, and leadership within small groups in a variety of contexts. Group formation, verbal and non-verbal communication, listening, and decision making procedures are also examined. Emphasis is on group participation, group discussion, and group projects/presentations. (Formerly SPEECH 140)
Schedule Description: This course explores discussion principles, communication skills, conflict management, participation, leadership, and communication skills within the context of small groups. (Formerly SPEECH 140)

Effective Date: FA12
Rationale: Content Review

DELETE COURSES

AIRTVL 010
AIRTVL 011
AIRTVL 012
AIRTVL 013
AIRTVL 014
AIRTVL 015
AIRTVL 016
AIRTVL 017
AIRTVL 018
AIRTVL 019
AIRTVL 020
AIRTVL 022
AIRTVL 023
AIRTVL 024
AIRTVL 025
AIRTVL 026
AIRTVL 027
AIRTVL 028
AIRTVL 098

ART 150
ART 158X4
ART 159X4
ART 164X4

SPEECH 120

Effective Date: FA11
Rationale: These courses are no longer offered.

DISTRIBUTED EDUCATION

READ 950   HYBRID

Effective Date: FA12
Rationale: One of the planning themes of San Bernardino Valley College (SBVC) is access. For career technical courses, the issue of scheduling is crucial. Students working the night shift can only take class in the morning while those working traditional day schedules can only take evening classes. Given these variables and difficult schedules, students need the flexibility of time that an online class affords. An asynchronous online class allows students to study when their schedules allow and where they have the space and materials to do so effectively. The online delivery method of these courses supports the mission of SBVC by providing access to education to a diverse community of learners who find themselves in a community with complicated lives and difficult and demanding schedules and responsibilities.

Psychiatric Technology Certificate

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. This certificate is designed to prepare students for employment as a Psychiatric Technician, providing care and participating in the treatment of mentally and developmentally disabled clients. Learning activities are conducted on the college campus and a variety of community agencies. The curriculum prepares students to take the California Psychiatric Technician license examination. The Psychiatric Technology program is accredited by the California Board of Vocational Nursing and Psychiatric Technicians. Students must complete program prerequisites, apply, and be accepted into the Psychiatric Technology program. To enroll in the program, students must pass a background check and meet health requirements. The California Board of Vocational Nursing and Psychiatric Technicians may deny a license based on any conviction or action substantially related to Psychiatric Technician practice.

PREREQUISITES FOR THE PSYCHIATRIC TECHNOLOGY PROGRAM

A. High school completion (official transcript or Diploma or G.E.D., AA Degree, BS Degree, or foreign graduate that has been evaluated by AERC (American Educational Research Corporation), or IERF (International Education Research Foundation), or World Education Services.
B. Reading Proficiency: complete READ 015 with a grade of C or higher, or eligibility for READ 100 or higher as determined by assessment test, or previous college degree
C. Mathematics Proficiency: complete MATH 095 or higher with a grade of C or higher or eligibility for MATH 102 or higher as determined by SBVC assessment process, or previous college degree.
D. Complete the following courses with a grade of C or higher:
    1. Anatomy and Physiology, BIOL 155
    2. Freshman Composition ENGL 101 or ENGL 101H
    3. General Psychology, PSYCH 100 or PSYCH 100H. Students have an option to enroll in PSYCH 110, PSYCH 111 or PSYCH 112 if PSYCH 100 or 100H was completed more than 5 years ago.
    4. Note: BIOL 155 and PSYCH 100 must be completed within 5 years of application to the program. Foreign transcripts must be evaluated for equivalency by an approved agency. See program Director/Department Chair.

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APPLICATION TO THE PSYCHIATRIC TECHNOLOGY PROGRAM

Applications and supporting documents must be submitted by February 1 to be considered for Fall semester entrance or September 1 for Spring semester entrance. Late applications will only be considered if space is available. Submit the following:

A. Application form (available in the Health Science Division Office, HLS 101, or on-line)
B. Official transcripts from all colleges attended except SBVC and Crafton Hills College
C. Document showing high school completion (high school diploma or transcript or G.E.D.) or a college degree.
D. College assessment scores

ACCEPTANCE PROCEDURE

Applications are evaluated according to program prerequisites. Applicants who meet all program prerequisites will be considered for acceptance, depending on space availability and date of application. Applicants will be notified in writing of their application status.

To earn a certificate in Psychiatric Technology, complete each of the following courses with a grade of C or higher.

REQUIRED COURSES:		Units
PSYTCH084	Introduction to Psychiatric Technology	17
PSYTCH085	Psychiatric Technology: Nursing Science	12
PSYTCH086	Introduction to Psychiatric Technology: Behavioral Science	17
Total Units		**46**

Effective Date: FA12
Rationale: The degree was updated to reflect changes in curriculum.

DELETE CERTIFICATE

AIR TRAVEL CAREERS – FLIGHT
AIR TRAVEL CAREERS - GROUND

Effective Date: FA11
Rationale: The certificate programs are no longer offered.

DELETE DEGREE

AIR TRAVEL CAREERS – FLIGHT
AIR TRAVEL CAREERS - GROUND

Effective Date: FA11
Rationale: The degree programs are no longer offered.

Curriculum Meetings: 02-28-11; 03-14-11
Conjoint Meeting: 03-28-11
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