

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Dr. Lawrence Buckley, Interim President, SBVC  
PREPARED BY: Dr. Haragewen Kinde, Interim Vice President, Instruction SBVC  
DATE: March 15, 2012  
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 program name changes have been approved by the Curriculum Committee of the Academic Senate and will be included in the 2012-2013 College Catalog.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None

SAN BERNARDINO VALLEY COLLEGE  
SUBMITTED FOR BOARD OF TRUSTEE APPROVAL  
March 15, 2012

NEW DISCIPLINE

In the process of creating two CIT certificates, Medical Billing and Coding and Medical Administrative Assistant, one of the courses, CIT 144 Medical Terminology, was identified to include health related topics. That is, the course covers application of technology in health related topics. As a result, according to the State's minimum qualifications, an instructor who teaches this type of course comes under a Health Information Technology discipline.

At present, we have this course under the CIT discipline which creates a conflict in hiring instructors. That is, any CIT faculty should be able to teach any course in the CIT department; however, since the content in CIT 144 includes use and/or application of technology in health related topics, the minimum qualification for this course comes under Health Information Technology discipline.

Therefore, in order to address the State's hiring requirement, we are requesting the creation of a Health Information Technology discipline under CIT, Computer Information Technology Department. The Curriculum Committee supports the name change request.

The courses identified below will be included in this discipline. Once the discipline name change is approved by the Board of Trustees, the course identification numbers will be modified to HIT.

CIT 045	Medical Insurance Forms	3 Units
CIT 048	Medical Office Procedures	3 Units
CIT 050	Medical Records and Health Information	3 Units
CIT 144	Medical Terminology	3 Units

Effective: FA13

PROGRAM NAME CHANGE

The Refrigeration Program would like to request a program name change to Heating, Ventilation, Air Conditioning and Refrigeration. After researching program titles at other community colleges and private training institutions, we find the Heating, Ventilation, Air Conditioning and Refrigeration title is more appropriate for the program as it is readily recognized by the industry. The words Heating, Ventilation, Air Conditioning and Refrigeration encompass the breadth of our curriculum and are reflective of what is being taught in the classroom. Course prefixes for transcripts will be HVAC/R. The Curriculum Committee and members of the Refrigeration Advisory Committee support the name change request.

Effective: FA13