

Academic Policy & Planning Committee Agenda

Meeting: Thursday February 1, 2017 in B-100 at 2:00 PM

VOTING MEMBERS (14)

Chair –
 Vice-Chair – David DeGroot
 Applied Behavioral Sciences – Christine Bisson
 Business – Brent Darwin
 Counseling – Lydia Maxwell
 English – Kate Adams
 Fine Arts – Tim Webb
 Kinesiology, Rec & Athletics – Sheri Bates
 Health Sciences – Mary Pat Nelson/Larry Manalo Jr

Industrial Technology – Gabriel Marquez
 Academic/Student Affairs – Kathy Headtke
 Languages & Communication – Andrea Sanders
 Life and Physical Sciences – Rob Lennihan
 Mathematics Sciences – Derek Mitchem
 Public Safety – Kristy Treur
 Social & Behavioral Sciences – Tom VanderMolen
 Student Representative – Vacant

NON-VOTING MEMBERS

Curriculum Specialist – Rebecca Andres
 VP, Academic Affairs – Melinda Nish
 Admissions & Records – Janet Hooghuis and Betsy Wilcox
 Articulation – David DeGroot
 Community Education – Sofia Ramirez-Gelpi
 Part-Time Faculty Union –

OTHER

Past Chair –

STANDING INVITEES

Dean, Academic Affairs – Margaret Lau
 Dean, Academic Affairs – Richard Mahon
 Dean, Academic Affairs – Bob Curry
 Dean, Student Services – Robert Parisi
 Dean, Academic Affairs – Sofia Ramirez Gelpi

Dean, Matriculation/Counseling – Yvonne Teniente
 Dean, Extended Campus – Rick Rantz
 Associate Dean/Athletic Director – Kim Ensing
 Associate Dean/PCPA Director – Mark Booher

LEGEND

I = Initiator
 R = A&P Department Representative
 Lec = Lecture Units
 Lab = Laboratory Units
 CO = Chancellor's Office

Mission of the College: Allan Hancock College provides quality educational opportunities that enhance student learning and the creative, intellectual, cultural, and economic vitality of our diverse community.

Duties of the Committee: The AP&P Committee:

- guides the development of curriculum and encourages creativity, flexibility, and innovation in curriculum development. It is a multidisciplinary committee and must have the broadest of academic perspectives.
- is charged with the vigilant oversight of all of the college's curricula including the review, approval, and renewal of sound curriculum. Upon approval, the AP&P Committee shall offer its recommendations to the Academic Senate and Board of Trustees.
- certifies academic rigor, academic quality, academic integrity, and adherence to standards and regulations provided in Education Code and Title 5.
- refers curriculum matters beyond the scope of its normal business to the Academic Senate.
- examines, researches, and analyzes the issues presented for program vitality, and prepares a report with recommendations for consideration to the Academic Senate. The recommendations will be presented to the Senate Executive Committee and the Academic Senate.

Approval of Minutes: Nov 30, 2017

Approval of the Agenda:

Chair Comments:

- TOP code and SAM Code
- Noncredit: CDCP
- Programs

Information Item: Goals and Achievements 2018: Work in Progress

Action Item: AP Credit for English and English Literature

Information Item: Package Proposal in CNET

Consent Agenda:

Proposal Type	Prefix & Number	Course/Program Title (units)	Comments
Course Review	CEL 139	Electrical Power, Motors, and Controls (Lec 2/Lab 1) Prerequisites: EL 122 and EL 125	Cross-listed: EL 139 and ET 139 CEL 139 TOP code: 0934.10 Computer Electronics

		Modifications: Grading Method (P/NP to Letter Grade Only), Methods of Instruction, and Text and Materials	Align these course modifications with the above cross-listed courses. CEL 139 aligns with ET 139 and EL 139. EL 139 was approved as consent agenda item on 11/10/2016. ET 139 did not have any approval history. Comment: What should be used as a review date?
Course Review Textbook Change	GRPH 117	Typography (Lec 2.5/Lab 0.5) Advisories: GRPH 108, GRPH 110	Comment: Optional inclusion of lab content.
Course review No Changes	PHTO 380	Black and White Photo Lab 1 (Lab 0.5) Co-requisites: PHTO 110 or PHTO 120 or PHTO 130 or PHTO 150 or any 179, 189, Or 199 as related to black and white processes only. LOE: Students may not be concurrently enrolled in PHTO 380 and PHTO 381.	
Textbook Change	SOC 155	Media and Society (Lec 3)	
Textbook Change	SOC 160	Cities and Urban Life (Lec 3)	

First Reading:

Proposal Type	Prefix & Number	Course/Program Title (units)	Comments
Major Modification	ANTH 105 ENGL 105	Language and Culture (Lec 3) DL: Yes Justification: The course is modified to meet C-ID requirements for transfer. The modifications are due 18 months after June 28, 2017. Modifications: Course Objectives and Content.	Review the attached file: C-ID Primary reviewer Email. Cross-listed Course: ENGL 105 TOP code: 2104.00 Human Services General. Thus, make corrections in ANTH 105 and align these changes in ENGL 105. DL: Remove any references to BlackBoard and use learning management system (LMS).
Course Review	ECS 125	Curriculum for School-Age Children (Lec 3) Advisories: ENGL 513, ECS 100, and ECS 101. Modifications: Methods of Instruction are more detailed. Methods of Evaluation. Texts and Other Materials.	
GE Request AHCGE, CSUGE, and IGETC	FILM 109	Contemporary Asian Cinema (Lec 2.5/Lab 0.5) Advisory: ENGL 101 Demand: Polls were taken in both Film 110 T/R 9:30 - 12:20 and Film 101 T/R 1-3. Each class has 25 students. When asked how many students would be interested in this course, the results were as follows: Film 110, 7 students, Film 101, 9 students.	AHC GE Cat 3 Humanities CSU GE Area C Arts and Humanities IGETC Area 3 Arts and Humanities Comments: Align Assignments with Evaluation.

		The film program fully enrolls multiple film studies courses every semester including summer. Contemporary Latin American Cinema is taught Fall, Spring and Summer every year fully enrolled.	
NEW Course Proposal	FILM 129	Documentary Production Advisory: FILM 110 Justification: The curriculum has been successfully offered as an experimental course twice already. This course will be available as selected units going forward. Demand: This course has been offered successfully twice as FILM 179A, Documentary Production.	
Major Modification	FSN 132	Introduction to Culinary Professions (Lec 1) Advisory: ENGL 512 Rationale: Course review. Modifications: MOI, OA, and Text and Materials.	TOP 130600 Nutrition, Foods, and Culinary Arts SAM: Occupational Impact Report. AA Culinary CofA Culinary Arts and Management: Restaurant Management
Major Modification	GEOL 199D	Topics in Geology: CA (Transect) (Lab 2) Rationale: Course review for program review Modifications: SLO, MOI, Text and Other Materials.	Comment: Would the course meet the Health and Wellness: Activity graduation requirement?
Course Review	GRPH 110	Introduction to Graphic Design Offering: Fall and Spring Modifications: Requisites, course objectives, outside assignments, and MOE.	SAM Code: Occupational. Text: Robin, Williams. Non-Designer's Design Book. 2008. Course impact: It is an advisory to GRPH 113, GRPH 115, and GRPH 117. It is part of a number of programs.
Course Review	GRPH 115	Digital Design and Publishing (Lec 2.5/Lab 0.5) Advisories: GRPH 110 or GRPH 112 or GRPH 113 Rationale: This course is being modified to reflect current practices in the industry in publishing and enhanced capabilities of the software about digital publishing and ebooks. Also, the lab portion is being moved into a new proposed stand-alone course so that students have more lab time to learn and complete projects. Modifications: Units and hours (Increased lecture from 2 to 2.5 hours. Decreased lab hours from 3 to 1.5 hours), MOI, Textbook and other materials.	Course impact: AS Applied Design Media: Graphics
New Program	GRPH	Applied Design/Media: Graphics Certificate of Achievement Total major units: 35 Core: 26 Selected units: 9	Attachment: Applied Design Advisory Meeting 4-18-2016. No feasibility study. Note: Currently, we have the AS Applied Design/Media: Graphics with a total of 35 major units.

Justification: In preparation for Program Review, consultation with our Advisory Committee and conversations with Margaret Lau, the need is clear that a Certificate of Achievement would serve students who are interested in employment in the field of graphic design.

It is important to have this Certificate of Achievement so that our students can be workforce ready if they are not able or interested in transferring to a CSU.

Description of Program Modification: This Certificate includes all of the Graphic Design specific coursework required for the AS degree. New and evolving technology has created a skills gap as it develops more quickly than the industry can keep up. Proficiency in current 2D and 3D design software and hardware are critical, creating a need for graphic designers with state-of-the-art skills.

This Certificate aligns with the mission statement "Allan Hancock College provides quality educational opportunities that enhance student learning and the creative, intellectual, cultural and economic vitality of our diverse community."

Major Modification DL Review	LBRY 170	Library Research Methods (Lec 2) DL: Yes. Previously approved. Advisory: ENGL 513 Justification: The course is being modified for two reasons. 1. To reflect a new textbook and 2. To add an additional option on the final capstone project that gives students more flexibility to demonstrate knowledge of learning objectives. Modifications: Course objectives, MOE, Text and other materials,	
Major Modification	NURS 101	Foundations for Caring (Lec 2) LOE: Admittance to the RN Program Modifications: MOI, Text, MOE, OA,	
Textbook Change	SOC 102	Social Problems (Lec 3) DL: Yes. Previously approved.	Comment: Need to update DL language. Process: How do we modify a textbook change proposal?
Textbook Change	SOC 120	Race and Ethnic Relations (Lec 3) DL: Yes. Previously approved.	
Course Review	WFTL 321	Personnel Time Recorder J-261 (Lec 1) Advisory: WFTL 310 Modifications: Grading Method (Letter Grade or P/NP to P/NP).	Cal Fire SLO County Fire Department. 8-22-2014. The letter indicated, "prerequisites are no longer required".

Second Reading:

Proposal Type	Prefix & Number	Course/Program Title (units)	Comments
Major Modification	ARCH 321	International Building Code (NEW) (Lec 3) Rationale: The International Building Code (IBC) has replaced the Uniform Building Code as the official building code in California. We therefore are revising the content to reflect this change. (Summary Report Spring 2008). Modifications include course title from Uniform Building Code to International Building Code, grading method from P/NP to letter grade or P/NP, course objectives, SLO, evaluation, and text.	

Discipline-specific Course Review:

Dental Assisting: These courses were reviewed and updated as part of the regular course review cycle. There were revisions in various parts of the course outlines.

Course Review	DA 314	Introduction to Bio-Dental Science (Lec 3). LOE: Admittance to Dental Assistance Program Advisory: ENGL 100 or ENGL 101 Modifications include SLO, methods of instruction, evaluation, and text.	
Course Review Major Modification	DA 318	Basic Dental Assisting Skills (Lab 3) LOE: Admittance to Dental Assistance Program Advisory: ENGL 100 or ENGL 101 Modifications include content and SLO.	
Course Review Major Modification	DA 319	DA Administrative Skills (Lec 3) LOE: Admittance to Dental Assistance Program Advisory: ENGL 100 or ENGL 101 Modifications include catalog description, content, SLO, course objectives, outside assignments, and evaluation.	
Major Modification	DA 329	Dental Assisting Practicum Rationale: The course units are adjusted from 5 units to 4 units to allow students of the first semester of the DA program to reduce the number of units in the semester as well as participate in community volunteer events related to dental assisting. Modification includes unit change from 5 units to 4 units.	
Program Modification		Dental Assisting Certificate of Achievement Total: 32.5 units DA 329 – FROM 5 units to 4 units DA 320 – new course added 1 unit.	
Program Modification		Dental Assisting Associate in Science Total: 32.5 units DA 329 – FROM 5 units to 4 units DA 320 – new course added 1 unit.	
<p>VESL 7301 and VESL 7302 Justification: This course is serves to accelerate student transition to credit level classes in Early Childhood Studies. Demand: Resource and Referral agency requested the college create these types of courses to meet demand. The need for vocational training courses was ranked high on student surveys during the AB 86 Adult Planning Grant.</p>			
New Noncredit Course	VESL 7301	Basic Health, Safety, and Nutrition Credit Hours: 18-30 Hours	
New Noncredit Course	VESL 7302	Developmental Needs of Children Credit Hours: 20-102 Hours	
New Noncredit Course	VOCE 7304	Ethics and Business Contracts Credit Hours: 48-54 Hours and/or 15-25 Hours	
<p>Justification: This course is designed to meet the provisions of the Adult Ed Block Grant by expanding employment opportunities and meeting the community needs of creating more licensed childcare spaces in the community. Demand: The demand was determined by input from community partners such as WALI and Children's Resource and Referral.</p>			
New Noncredit Course	VOCE 7311	Guidance and Interaction Credit Hours: 48-54 and/or 18-30 Hours	Description could end with "...for childcare providers". Units need to be removed.
New Noncredit Course	VOCE 7312	The Importance of Play Credit Hours: 32-36 Hours	Should not have units
New Noncredit Course	VOCE 7313	Observation Made Easy Credit Hours: 48-54 Hours and/or 36-48 Hours	Should not show units. The catalog description does not seem like a summary for the class. Maybe it's boiler plate in

			the discipline? I don't know, but I'm not sure it's an easy read for students.
New Noncredit Course	VOCE 7314	Assessment and Delivery Systems Credit Hours: 48-54 Hours and/or 15-25 Hours	Should not have units.
Noncredit Course Modifications. These courses were reviewed and brought up-to-date with current technology levels. The modifications include changes in semester offerings, credit hours, course objectives student learning outcomes, catalog description, methods of evaluation.			
Modification Noncredit Course	VOCE 7101	Computers and You: Level 2 Credit Hour: 32-36 LOE: TEEN Y Program: Certificate of Completion Beginning Computer Skills Career Development	Clarify: Text and materials. Are these materials to be provided by the student? If not, they need to be removed. Digital projector, screen, whiteboard, printer, paper and scanner.
Modification Noncredit Course	VOCE 7105	Intro to Microsoft Word Credit Hour: 32-36 LOE: TEEN Y Program: Certificate of Completion Microsoft Office Basics Career Development	Clarify: Text and materials. Are these materials to be provided by the student? If not, they need to be removed. Digital projector, screen, whiteboard, printer, paper and scanner.
Modification Noncredit Course	VOCE 7107	Intro to Microsoft Excel Credit Hour: 32-36 LOE: TEEN Y	Clarify: Text and materials. Are these materials to be provided by the student? If not, they need to be removed. Digital projector, screen, whiteboard, printer, paper and scanner.
Modification Noncredit Course	VOCE 7108	Computer Skills Lab Credit Hours: 48 Program: Certificate of Completion Beginning Computer Skills Career Development <u>and</u> Certificate of Completion Microsoft Office Basics Career Development	Under Other materials, will students be required to bring computers and printers?
VOCE 7300 and VOCE 7310: These courses are designed to meet the provisions of the Adult Ed Block Grant by expanding employment opportunities and meeting the community needs of creating more licensed childcare spaces in Northern Santa Barbara County. The demand was determined by input from community partners such as WALI and Children's Resource and Referral.			
NEW Noncredit Course	VOCE 7300	Family Childcare Business Credit Hour: 9-15 Mission Alignment: This course will provide students with basic skills to obtain immediate employment upon completion. Students who complete the program will be eligible to receive a family childcare license to operate their own business. Student will further be able to continue to take classes that will prepare them to transfer into the credit ECS program.	

		Plan: The course is part of the Certificate of Completion: Operating a Childcare Business.	
NEW Noncredit Course <i>Re-submit on the new noncredit proposal type</i>	VOCE 7310	History of Child Development Credit Hours: 36-48 Mission Alignment: This course will provide students with basic skills and contextual knowledge to bridge into the credit Early Childhood Studies program. Comment: Clarify Credit Hours calculation.	Need progress report regarding the course proposal type.

Discipline-specific Course Reviews: These courses were reviewed. The modifications mainly included grading method change from letter grade or P/NP to P/NP. Prerequisites have been removed and assigned as advisories per agency mandate.

	WFTL 311	Check-in Recorder/Status Recorder J-248 (Lec 0.5) Advisory: WFT 302	
	WFTL 312	Ordering Manager J-252 (Lec 0.5) Advisory: WFTO 329	
	WFTL 313	Receiving and Distribution Manager J-253 (Lec 0.5) Advisory: WFTO 329	
	WFTL 314	Base/Camp Manager J-254 (Lec 2) Advisory: WFTO 329	
	WFTL 315	Equipment Manager J-255 (Lec 1.5) Advisory: WFTO 329	
	WFTL 316	Tool and Equipment Specialist J-256 (Lec 0.5) Advisory: WFTO 310	
	WFTL 317	Incident Communications manager J-257 (Lec 1.5) Advisory: WFTO 329	
	WFTL 318	Communications Equipment/ Procedures S-258 (Lec 2) Advisory: WFTL 317	
	WFTL 319	Security Manager J-259 (Lec 0.5) Advisory: WFTO 329	
	WFTL 322	Equipment Time Recorder J-262 (Lec 1) Advisory: WFTO 329	
	WFTL 323	Claims Manager J-263 (Lec 1) Advisory: WFTO 329	
	WFTL 324	Compensation for Injury Manager J-264 (Lec 1) Advisory: WFTO 329	
	WFTL 325	Commissary Manager J-266 (Lec 1) Advisory: WFTO 329	
	WFTL 326	Documentation Unit Leader J-342 (Lec 1) Advisory: WFTO 329	
	WFTL 327	Situation Unit Leader J-346 (Lec 1) Advisory: WFTO 315 and WFTO 329	
	WFTL 328	Demobilization Unit Leader J-347 (Lec 1) Advisory: WFTO 329	
	WFTL 329	Resources Unit Leader J-348 (Lec 1.5) Advisory: WFTO 329 and WFTO 334	
	WFTL 330	Facilities Unit Leader J-354 (Lec 2) Advisory: WFTO 329 and WFTO 334	
	WFTL 331	Ground Support Unit Leader J-355 (Lec 0.5) Advisory: WFTO 329 and WFTO 334	
	WFTL 332	Supply Unit Leader J-356 (Lec 2) Advisory: WFTO 329 and WFTO 334	
	WFTL 333	Food Unit Leader J-357 (Lec 1.5) Advisory: WFTO 329 and WFTO 334	

	WFTL 334	Communications Unit Leader J-358 (Lec 4) Advisory: WFTO 329 and WFTO 334 and WFTL 318	
	WFTL 335	Medical Unit Leader J-359 (Lec 1.5) Advisory: WFTO 329 and WFTO 334	
	WFTL 336	Cost Unit Leader J-362 (Lec 0.5) Advisory: WFTO 329 and WFTO 334	
	WFTL 337	Compensation/Claims Unit Leader J-263 (Lec 1) Advisory: WFTO 329 and WFTO 334	
	WFTL 338	Time Unit Leader J-365 (Lec 0.5) Advisory: WFTO 329 and WFTO 334	
	WFTL 339	Procurement Unit Leader J-368 (Lec 0.5) Advisory: WFTO 329 and WFTO 334	
	WFTL 340	Planning Section Chief J-440 (Lec 1.5) Advisory: WFT 304 and WFTO 329 and WFTO 334	
	WFTL 341	Logistics Section Chief J-450 (Lec 2) Advisory: WFT 304 and WFTO 329 and WFTO 334	
	WFTL 342	Finance Section Chief S-460 (Lec 2) Advisory: WFT 304 and WFTO 329 and WFTO 334	

Public Remarks

The section of the agenda is intended for members of the public to address the committee on items involving curriculum development and approval. Time limits and procedures to address the committee apply to this part of the agenda. Public comment not pertaining to specific agenda items is welcome under this section as well. When public remarks are completed regarding a specific agenda item, discussion is then confined to committee members only. This practice is in accordance with the Brown Act.

Second Reading:

Proposal Type	Prefix & Number	Course/Program Title (units)	Comments
Course Review	WFTL 321	Personnel Time Recorder J-261 (Lec 1) Advisory: WFTL 310 Modifications: Grading Method (Letter Grade or P/NP to P/NP).	Cal Fire SLO County Fire Department. 8-22-2014. The letter indicated that "prerequisites are no longer required".

Reports

- a. AP&P Representatives
- b. AP&P Vice Chair / TRC Chair
- c. AP&P Chair
- d. Administration
- e. Admissions and Records
- f. Counseling/Matriculation
- g. Articulation
- h. CurricUNET & Support

Call for Future Agenda Items

Curriculum Development Handbook
AP&P Evaluation Recommendations and Follow-up

Call to Adjourn.

Next Meetings:

AP&P: Feb 8, 2018 (2-4 PM)
TRC: Feb 15, 2018 (2-4 PM)
AP&P: Feb 22, 2018 (2-4 PM)

AP&P Agendas and Minutes can be found in "quick links" on the college website: <http://www.hancockcollege.edu/app/meetings.php>

2017-2018 Allan Hancock College AP Equivalency List

AP Examination	AP Score	AHC Associate Degree Subject Credit	AHC Unit Credit	AHC GE	CSU GE	IGETC
Art History	3 4,5	ART 103 ART 103+104	3 6	Category 3	3 sem units toward Area C1 or C2	3 sem units toward Area 3A or 3B
Biology	3,4,5	BIOL 100	4	Category 1	4 sem units in Area B2 & B3	4 sem units toward Area 5B & 5C
Calculus AB	3,4,5	MATH 181	4	Category 4B	3 sem units toward Area B4	3 sem units toward Area 2A
Calculus BC	3,4,5	MATH 181+182	8	Category 4B	3 sem units toward Area B4	3 sem units toward Area 2A
Calculus BC//AB Subscore	3,4,5	MATH 181+182	8	Category 4B	3 sem units toward Area B4	3 sem units toward Area 2A
Chemistry	3 4,5	CHEM 120 CHEM 150	4 5	Category 1	4 sem units toward Area B1 & B3	4 sem units toward Area 5A & 5C
Chinese Language and Culture	3,4,5	No Equivalent Course	3	Category 3	3 sem units toward Area C2	3 sem units each toward Area 3B and 6A
Comparative Government & Politics	3,4,5	POLS 105	3	Category 2A	3 sem units toward Area D8	3 sem units toward Area 4H
Computer Science A	3 4,5	N/A CS 111	3 (Elective) 4	N/A Category 4B w/ 4 or 5 score	N/A	N/A
Computer Science Principle	3 4,5	N/A CS 111+112	3 (Elective) 8	N/A Category 4B w/ 4 or 5 score	N/A	N/A
English Language and Composition	3,4,5	ENGL 101	4	Category 4A	3 sem units toward Area A2	3 sem units toward Area 1A
English Literature and Composition	3,4,5	ENGL 101	4	Category 4A	6 sem units toward Area A2 & C2	3 sem units toward Area 1A or 3B
English Language and Composition and English Literature and Composition	3, 4, 5 And 3, 4, 5	ENGL 101 And ENGL 102	4 And 3	Category 4A And Category 4B	6 sem units toward Area A2 & C2	3 sem units toward Area 1A or 3B
Environmental Science	3,4,5	BIOL 120	3	Category 1	4 sem units toward Area B1 & B3	3 sem units toward Area 5A and 5C
European History	3,4,5	No Equivalent Course	3	Category 3	3 sem units toward Area C2 or D6	3 sem units toward Area 3B or 4F
French Language and Culture	3,4,5	FRCH 102	5	Category 3	3 sem units toward Area C2	3 sem units each toward Area 3B and 6A
German Language and Culture	3,4,5	No Equivalent Course	3	Category 3	3 sem units toward Area C2	3 sem units each toward Area 3B and 6A
Human Geography	3,4,5	GEOG 102	3	Category 2A	3 sem units toward Area D5	3 sem units toward Area 4E
Italian Language and Culture	3,4,5	ITAL 103	5	Category 3	N/A (F10)	3 sem units each toward Area 3B and 6A
Japanese Language and Culture	3,4,5	No Equivalent Course	3	Category 3	3 sem units toward Area C2	3 sem units each toward Area 3B and 6A
Latin	3,4,5	No Equivalent Course	3	Category 3	3 sem units toward Area C2	3 sem units each toward Area 3B and 6A
Macroeconomics	3,4,5	ECON 101	3	Category 2A	3 sem units toward Area D2	3 sem units toward Area 4B
Microeconomics	3,4,5	ECON 102	3	Category 2A	3 sem units toward Area D2	3 sem units toward Area 4B
Music Theory	3,4,5	MUS 111	4	Category 3	N/A (F09)	N/A
Physics 1	3,4,5	N/A	4 (Elective)	Category 1	4 sem units toward Area B1 & B3	N/A
Physics 2	3,4,5	N/A	4 (Elective)	Category 1	4 sem units toward Area B1 & B3	N/A
Physics B	3,4,5	N/A	4 (Elective)	Category 1	N/A (F13)	4 sem units toward Area 5A & 5C
Physics C: Electricity and Magnetism	3,4,5	PHYS 141	4	Category 1	4 sem units toward Area B1 & B3	3 sem units toward Area 5A & 5C
Physics C: Mechanics	3,4,5	PHYS 141	4	Category 1	4 sem units toward Area B1 & B3	3 sem units toward Area 5A & 5C
Psychology	3,4,5	PSY 101	3	Category 2A	3 sem units toward Area D9	3 sem units toward Area 4I
Spanish Language and Culture	3,4,5	SPAN 103	5	Category 3	3 sem units toward Area C2	3 sem units each toward Area 3B and 6A
Spanish Literature and Culture	3,4,5	N/A	3 (Elective)	Category 3	3 sem units toward Area C2	3 sem units each toward Area 3B and 6A
Statistics	3,4,5	MATH 123	4	Category 4B	3 sem units toward Area B4	3 sem units toward Area 2A
Studio Art: 2D Design	3,4,5	N/A	3 (Elective)	N/A	N/A	N/A
Studio Art: 3D Design	3,4,5	N/A	3 (Elective)	N/A	N/A	N/A

Studio Art: Drawing	3,4,5	N/A	3 (Elective)	N/A	N/A	N/A
U.S. Government & Politics	3,4,5	N/A	3 (Elective)	Category 2B	3 sem units toward Area D8 + US-2	3 sem units toward Area 4H and US2
U. S. History	3 4,5	HIST 118 HIST 107+108	3 6	Category 2B	3 sem units toward Area C2 or D6 + US-1	3 sem units toward Area 3B or 4F and US1
World History	3 4,5	HIST 101 HIST 101+102	3 6	Category 3	3 sem units toward Area C2 or D6	3 sem units toward Area 3B or 4F

Title: Applied Design/Media: Graphics

Award Type: Certificate of Achievement

The Applied Design/Media: Graphics Program is designed to prepare students for entry-level employment, entrepreneurship, and transfer to a four-year university graphics program. A variety of design career options are available including illustration, graphic design, design for print and digital publishing, web design and 3D modeling. Introductory courses will provide individuals with hands on experience using a number of visual mechanics techniques and software applications. Core courses will teach students an understanding of visual communications and provide a strong foundation of digital imagery concepts and skills. Capstone courses offer a unique opportunity to create a collective portfolio of student work.

The graduate of the Certificate of Achievement in Applied Design/Media: Graphics will:

- Apply methods of critical thinking through research, analysis, conceptualization and prototyping in the development of effective design solutions for a selection of visual communication problems.
- Create and develop visual form in response to graphic communication problems using the principles of visual organization and composition, information hierarchy, symbolic representation, typography, aesthetics, and the construction of meaningful images.
- Demonstrate proficiency in specific technologies to digitally create, capture and manipulate imagery and design components in the development of professional quality graphics for print and/or digital publishing.
- Integrate artistic expression, professional attitudes and effective working habits as individuals or as members of a team.
- Produce a digital portfolio that showcases individual graphic design competencies.

Program Requirements

For the certificate, 35 units are required.

Required Core Courses (26 units)

		Units: 26
GRPH108	Design 1 On The Computer	3
or		
ART110	Design 1	3
GRPH110	Introduction to Graphic Design	3
GRPH111	Digital Imagery Lab	1
GRPH112	Digital Imagery	3
GRPH113	Digital Illustration	3
GRPH114	Digital Illustration Lab	1
GRPH115	Digital Design and Publishing	3
GRPH116	Digital Portfolio	3
GRPH117	Typography	3
MMAC101	Introduction to Multimedia Processes	2
MMAC102	Introduction to Multimedia Lab	1

Plus a minimum of 9 units selected from the following

		Units: 9
ART106	Art of the 20th Century	3
ART112	Design Color Theory	3
ART120	Drawing 1	3
GRPH118	Introduction to Web Graphics	3
FILM101	Film as Art and Communication	3
GRPH127	History of Graphic Design	3
GRPH120	Advanced Design for Publishing	3
GRPH130	3D Modeling For Production	3
GRPH189	Independent Projects	1 - 3
MMAC114	Dynamic Internet Design	3
MMAC126	Introduction to Motion Graphics	3

Total Program Units

35

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