AGENDA

VIA ZOOM MEETING: https://zoom.us/j/4087419000
TELEPHONE: DIAL 1 669 900 6833, MEETING ID 408 741 9000
6:00 PM  PUBLIC SESSION, 6:01 PM  CLOSED SESSION, 7:00 PM  PUBLIC SESSION

NOVEMBER 10, 2020

BOARD OF TRUSTEES

Susan Fish · President
Randi Kinman · Vice President
Trustees
Adrienne Grey
Anne Kepner
Jack Lucas
Robert Owens
Karl Watanabe

Lesley Geronimo · MC Student Trustee
Tisha Hartman · WVC Student Trustee

Bradley J. Davis · Chancellor
GUIDELINES FOR PUBLIC PARTICIPATION IN BOARD OF TRUSTEES MEETINGS

Public Comments:
Public comment requests may be submitted electronically by emailing brenda.rogers@wvm.edu or via phone by calling the Board Clerk, Brenda Rogers, at 408-741-2072 no later than 5:00 p.m. on the Monday before the meeting. Members of the public may also request to speak by raising their hand during “Oral Communication from the Public” at the meeting. Requests to speak will be prioritized in the order they are received.

Please include the following information in your public comment request:

SUBJECT: COMMENTS FOR THE MEETING DATE OF: ______________
AGENDA ITEM NUMBER OR TOPIC: ___________________________
NAME: _________________________________________________
TITLE: ________________________________________________
ORGANIZATION (optional): _________________________________
ADDRESS (optional): ______________________________________

How to address the Board (Speaking):
When it is your turn to address the Board, the Board Clerk will call your name based on the information provided above in the Public Comment Request.

Please note:
Per Board Policy 2345, three minutes may be allotted to each speaker with a maximum of 30 minutes per subject. No action or discussion shall be undertaken on any public comments except that members of the Board or its staff may briefly respond to or ask a question for clarification regarding statements made or questions posed by persons addressing the Board under this agenda item. The Board President may adjust the individual’s allotted speaking time when multiple persons want to speak on the same subject.

Adjournment Time
Pursuant to District Policy, Regular Board meetings will be adjourned not later than 11:00 p.m. unless continued by a majority vote of the Board members present.

Documents Provided to the Board of Trustees
In accordance with the Ralph M. Brown Act, copies of the staff reports and other materials provided to the Board of Trustees in connection with this agenda are available in the Chancellor’s Office, 14000 Fruitvale Avenue, Saratoga, CA, 95070, at the time they are distributed to the Board.

In compliance with the Americans with Disabilities Act, individuals needing special accommodations should contact the Chancellor’s Office at 408-741-2011. Notification 24 hours prior to the meeting will allow the District to make reasonable arrangements to ensure accessibility.

(A) = Action      (I) = Information
Tuesday, November 10, 2020
WVMCCD Board of Trustees Regular Meeting, Comments

Via Zoom

6:00 p.m. Public Session
6:01 Closed Session
7:00 Public Session

1. Meeting Opening
   1.1 Roll Call
   1.2 Call to Order
   1.3 Oral Communication from the Public on Closed Session Agenda

2. Closed Session
   2.1 Adjourn to Closed Session

3. Opening Items
   3.1 Reconvene Public Session
   3.2 Roll Call
   3.3 Pledge of Allegiance
   3.4 Report of Closed Session Action
   3.5 Approval of the Order of the Agenda
   3.6 Approval of Minutes
   3.7 Presentations/Recognitions: ESSP - Mission College Community Health Worker Program, Presented by Ann Cowels and Julia Barba, MPH, Community Health Partnership
   3.8 Oral Communication from the Public
   3.9 Report of the Audit and Budget Oversight Committee (ABOC)
   3.10 Report of the Legislative and Policy Oversight Committee (LPOC)

4. Unfinished Business
   4.1 There is none.

5. Consent Agenda
   5.1 Approval of Consent Agenda
   5.2 CONSIDER APPROVAL OF CURRICULUM CHANGES AT MISSION COLLEGE - Recommendation: The Board of Trustees approve the curriculum changes at Mission College as presented.
5.3 CONSIDER APPROVAL OF CURRICULUM CHANGES AT WEST VALLEY COLLEGE - Recommendation: The Board of Trustees approve the curriculum changes at West Valley College as presented.

5.4 PERSONNEL TRANSACTION TO BE ACTED UPON BY THE BOARD OF TRUSTEES - Recommendation: The Board of Trustees approve the listed items.

5.5 SELECTION OF REPRESENTATIVES FROM MISSION COLLEGE TO SERVE ON THE SOUTH BAY CONSORTIUM FOR ADULT EDUCATION STEERING COMMITTEE - Recommendation: The Board of Trustees appoint Aaron Tolbert, Dean of Language Arts for Mission College, as representative to the Steering Committee for the South Bay Consortium for Adult Education (SBCAE) and Valerie Jensen, Dean of Instruction, as the alternate representative.

5.6 RATIFICATION OF VENDOR WARRANTS - Recommendation: The Board of Trustees ratify vendor payments from April 1, 2020 through June 30, 2020: Banner warrant numbers 00325662-00326555 and 10003211-10003636** totaling $16,637,396.98 and July 1, 2020 through September 30, 2020: Banner warrant numbers 00326557-00327551 and 10003638-10003681** totaling $23,249,840.26.

5.7 APPOINTMENT TO CITIZENS’ BOND OVERSIGHT COMMITTEE (CBOC) - Recommendation: The Board of Trustees approve the appointment of Mr. Travis Ginn to the CBOC.

5.8 FINANCIAL STATEMENTS AND BUDGET ADJUSTMENTS - Recommendation: The Board of Trustees approve the financial statements and budget adjustments as specified for the period of July 1, 2020, through September 30, 2020 (First Quarter). The summary of significant changes lists the First Quarter’s cumulative budget transactions.

5.9 2020-21 CCFS 311 FIRST QUARTER FINANCIAL REPORT - Recommendation: The Board of Trustees accept the 2020-21 First Quarter Financial Report and authorize Finance staff to forward the CCFS-311Q Report to the California Community Colleges Chancellor’s Office (CCCCO)

5.10 APPROVE CONTRACT WITH DOVETAIL FOR INTERIOR SPACE PLANNING SERVICES FOR THE LIBRARY RENOVATION AT MISSION COLLEGE - Recommendation: The Board of Trustees authorize the administration to enter into a contract with Dovetail in the amount of $124,800 for interior space planning services for the Library Renovation project at Mission College

5.11 CONTRACT INCREASE TO ANDERSON BRULE ARCHITECTS FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR THE LEARNING RESOURCE CENTER RENOVATION PROJECT AT WEST VALLEY COLLEGE - Recommendation: The Board of Trustees approve the contract increase with Anderson Brule Architects in the amount of $134,300 for architectural and engineering services for the Learning Resource Center Renovation project at West Valley College

5.12 APPROVAL OF CHANGE ORDER FOR GRAYBAR ELECTRIC COMPANY, INC. FOR THE ELECTRIC VEHICLE CHARGING STATIONS AT WEST VALLEY COLLEGE - Recommendation: The Board of Trustees ratify the change order from Graybar Electric Company, Inc. in the amount of $15,991.65 for electrical equipment for the electric vehicle charging stations at West Valley College

5.13 PROJECT ASSIGNMENT AMENDMENT WITH KITCHELL FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE ELECTRIC VEHICLE CHARGING STATIONS AT WEST VALLEY COLLEGE - Recommendation: The Board of Trustees approve the project assignment amendment with Kitchell in the amount of $30,750 for construction management services for the electric vehicle charging stations project at West Valley College

5.14 PROJECT ASSIGNMENT AMENDMENT WITH GILBANE BUILDING COMPANY FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE EV CHARGING STATIONS AT MISSION COLLEGE - Recommendation: The Board of Trustees approve the project assignment amendment with Gilbane Building Company in the amount of $30,750 for construction management services for the electric vehicle charging stations project at Mission College

5.15 PROJECT ASSIGNMENT AMENDMENT WITH GILBANE BUILDING COMPANY FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE PLAZA LANDSCAPE PROJECT AT MISSION COLLEGE - Recommendation: The Board of Trustees approve the project assignment amendment with Gilbane Building Company in the amount of $181,500 for construction management services for the Plaza Landscape project at Mission College

5.16 APPROVE CONTRACT INCREASE WITH SMITH-EMERY OF SAN FRANCISCO, INC. FOR SPECIAL TESTING AND INSPECTION SERVICES - Recommendation: The Board of Trustees approve a contract increase with Smith-Emery in the amount of $32,801.75 for special testing and inspection services for the Plaza Landscape project at Mission College

5.17 APPROVE AWARDING DASHER RFP 03-2021 FOR DISTRICTWIDE SERVERS AND STORAGE - Recommendation: The Board of Trustees approve awarding Dasher Technologies as the most responsive and responsible vendor whose
6. College, Programs, and Services

6.1 There is none.

7. Human Resources

7.1 RENEW ADMINISTRATOR CONTRACTS - Recommendation: The Board of Trustees, per Government Code section 54953(c)(3) and prior to taking final action, orally report a summary of all recommendations for final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of administrators, as defined in subdivision (d) of Section 3511.1, during the open meeting. Subsequent to the report, that the Board approve the following transactions.

7.2 ADMINISTRATIVE PERSONNEL TRANSACTIONS TO BE ACTED UPON BY THE BOARD OF TRUSTEES - Recommendation: The Board of Trustees, per Government Code section 54953(c)(3) and prior to taking final action, orally report a summary of all recommendations for final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of administrators, as defined in subdivision (d) of Section 3511.1, during the open meeting. Subsequent to the report, that the Board approve the following transactions.

7.3 EXTEND EXECUTIVE CONTRACT FOR MISSION COLLEGE PRESIDENT - Recommendation: The Board of Trustees extend the employment contract for Mission College President, Daniel Peck. President Peck’s contract is in effect through June 30, 2021. It is recommended that his contract be revised, adding three years to its ending date. The contract will now be in effect July 1, 2021 through June 30, 2024.

8. Business and Finance

8.1 RESOLUTION NO. 20111001 AUTHORIZING DESIGNATION OF PROPERTY AND LIABILITY JOINT POWER AUTHORITY (JPA) REPRESENTATIVES - Recommendation: The Board of Trustees adopt Resolution #20111001 designating Bay Area Community College Joint Power Authority representatives.

8.2 RESOLUTION NO. 20111002 AUTHORIZING THE DESIGNATION OF WORKERS’ COMPENSATION JOINT POWER AUTHORITY REPRESENTATIVES - Recommendation: The Board of Trustees adopt Resolution # 20111002 designating Northern California Community Colleges Pool Workers’ Compensation Joint Power Authority (JPA) representatives.


9. Board

9.1 SECOND READING – ADOPTING BOARD POLICY 2220 COMMITTEES OF THE BOARD - Recommendation: The Board of Trustees conduct a second reading and adopt Board Policy 2220, Committees of the Board.

9.2 SECOND READING – ADOPTING BOARD POLICY 3433, PROHIBITION OF SEXUAL HARASSMENT UNDER TITLE IX - Recommendation: The Board of Trustees conduct a second reading and adopt the board policy on Prohibition of Sexual Harassment under Title IX.

9.3 REVISION OF BOARD POLICY MANUAL – CHAPTER 4: ACADEMIC AFFAIRS – FIRST READING OF POLICY MANUAL REVISIONS BASED ON UPDATES FROM THE COMMUNITY COLLEGE LEAGUE OF CALIFORNIA (CCLC) POLICY AND PROCEDURE SERVICE - Recommendation: The Board of Trustees review and approve the First Reading draft of Board Policy Chapter 4 revisions. These drafts reflect changes and language based on District-proposed changes and CCLC Policy and Procedure Service recommended revisions.

9.4 REVISION OF BOARD POLICY MANUAL – CHAPTER 5: STUDENT SERVICES – FIRST READING OF POLICY MANUAL REVISIONS BASED ON UPDATES FROM THE COMMUNITY COLLEGE LEAGUE OF CALIFORNIA (CCLC) POLICY AND PROCEDURE SERVICE - Recommendation: The Board of Trustees review and approve the First Reading draft of Board Policy Chapter 5 revisions. These drafts reflect changes and language based on District-proposed changes and CCLC Policy and Procedure Service recommended revisions.

10. Information Reports and Items for Future Board Consideration

10.1 Academic Senate Update (Aram Shepherd) (Gretchen Ehlers)

10.2 Classified Senate Update (Ana Lobato) (Kristal DeLaCruz)
10.3 Student Senate Update (Maddy Mandarelli) (Alondra Martinez-Medina)

10.4 West Valley College Update (Stephanie Kashima)

10.5 Mission College Update (Daniel Peck)

10.6 Chancellor's Report (Bradley Davis)

10.7 Trustee Comments

11. Continuation of Closed Session, If Necessary

12. Reconvene Public Session, If Necessary

12.1 Report of Closed Session Action

13. Meeting Closing

13.1 Adjournment
WVMCCD Board of Trustees Regular Meeting, Comments (Tuesday, October 6, 2020)
Generated by Brenda Rogers on Thursday, October 29, 2020

1. Meeting Opening

1.1 Call to Order

The meeting was called to order at 6:05 p.m. by President Fish.

1.2 Roll Call

Members Present: Adrienne Grey, Anne Kepner, Randi Kinman, Jack Lucas, Robert Owens, Karl Watanabe and Susan Fish.

1.2 Oral Communication from the Public on Closed Session Agenda

There was none.

2. Closed Session

2.1 Adjourn to Closed Session

DIRECTION TO LABOR NEGOTIATORS (Government Code 54957.6)

Provide direction to Associate Vice Chancellor of Human Resources, Eric Ramones, and Chancellor Bradley Davis, District-designated representatives, regarding negotiations with WVMFT/AFT Local 6554, WVMCEA, Teamsters, and POA; and to Chancellor Bradley Davis regarding unrepresented groups.

3. Opening Items

3.1 Pledge of Allegiance

President Fish led the Pledge of Allegiance.

3.2 Reconvene Public Session

Public Session was reconvened at 7:05 p.m.

3.3 Report of Closed Session Action

President Fish reported that no action was taken during closed session.

Roll Call:

Members Present: Adrienne Grey, Anne Kepner, Randi Kinman, Jack Lucas, Robert Owens, Karl Watanabe and Susan Fish.

Student Trustees Present: Leslie Geronimo, Tisha Hartman

3.4 Approval of the Order of the Agenda

Motion to approve the order of the agenda as presented.

Motion by Randi Kinman, second by Robert Owens. Final Resolution: Motion Carries

Aye: Susan Fish, Randi Kinman, Robert Owens, Jack Lucas, Adrienne Grey, Karl Watanabe and Anne Kepner

Student Trustee advisory votes: Aye: Tisha Hartman, Leslie Geronimo

3.5 Approval of Minutes

Motion to approve the minutes of the September 28, 2020, Board of Trustees meeting as written.

Motion by Robert Owens, second by Jack Lucas. Final Resolution: Motion Carries

Aye: Susan Fish, Randi Kinman, Robert Owens, Jack Lucas, Adrienne Grey, Karl Watanabe and Anne Kepner

Student Trustee advisory votes: Aye: Tisha Hartman, Leslie Geronimo

3.6 Presentations/Recognitions: First Focus Topic: Final Budget 2020-2021 Presentation, Second Focus Topic: Presentation and Discussion of Measure W Project Status, Costs and Priorities

2020-2021 Final Budget presentation by Associate Vice Chancellor of Finance and Administration, Ngoc Chim.

AVC Chim thanked fiscal services personnel Sandy Dinh, Susie Mac Donnell, Susan Victoria and Christina Booth for their help in producing the final balanced budget. She also thanked both college offices of Administrative Services for their collaboration on this budget.

FY 2019-2020 has been very challenging, with numerous California Community College System budget changes. The state had a surplus of $5.6 Billion in January 2020 and then by June that changed to a $54 Billion deficit.

As a result of the Governor’s cuts to the California Community College System’s budget, the student center funding formula hold harmless provision was extended through FY 2023-2024. Direct COVID-19 related expenses has been exempted from the 50% law. Buy down of CalSTRS and CalPERS employer contributions. $415 million from SEAP was deferred to allow for the State to follow the deferral scheduled starting in February 2021. In the California Community College statewide budget, the governor cut many ongoing funds even since the May revise leaving the June approved
budget full of deferred payments from 2020-21 to 2021-22. They suspect that property taxes will be late due to the Governor’s executive order N61-20, which eases the financial burden for people out of work due to COVID.

The WVMCCD budget planning for the 2020-2021 fiscal year includes:
- 5% COLA
- An efficiency/WSCH goal of 460
- FTES Goal of 12,100 resident and 378 non-resident students
- Faculty funded position at 312
- Set aside 5% reserve and 3% contingency reserve
- Proposition 30 (EPA) funded at 100 per FTES
- Meet statutory obligations
- Maintain basic aid status
- Balance budget with community support funds

AVC Chim explained that 87.13% of our $158.5 million in revenue is from property taxes, with small parts of the budget from enrollment fees, and state and local revenue. Salaries and benefits account for 80.24% of the entire general fund budget.

The RAM allocation is divided:
- 21.06% on District wide expenses
- 14.54 District Services
- 33.87% on West Valley
- 30.53% on Mission College

Our FON obligation has been met. She also reviewed the expected ending fund balances and also factors that could negatively impact our district like COVID-19, costly wildfires, a recession, lack of federal funding, and the county opting out of the Teeter Plan (property tax impact) to name a few.

Measure W Project Status, Costs and Priorities presentation by Associate Vice Chancellor of Facilities Development and Operations, Javier Castruita.

Chancellor Davis prefaced the Measure W presentation saying that we have had three successful bond campaigns, which has enabled our District to upgrade our buildings and infrastructure, and that this $698 million Measure W bond was presented to the voters as our last bond. It is very common to have inflation in labor, bidding and materials increase the cost of projects, and our current list is about 12% or $86.6 million over our initial estimates and remaining funding. You will hear the priority list, the expenditures and projected costs of projects on this list.

AVC Castruita described the Methodology used to establish costs: Review past and present projects to establish cost per square foot; add escalation to that cost; apply that cost to new building and renovation projects; use the program contingency first for rebase projects; and then after that is exhausted, use project funding based on priority number. Non-building and landscape projects are excluded from applied escalation.

The construction cost comparisons were illustrated using the calculation process for Mission College's MT Replacement Building using bids to determine cost per square foot with 5% & 12% escalation added for the new standard office/classroom building, STEM/library/wellness building, and performing arts centers. The July 7, 2020, project rebasing estimates and final project priority lists (PPL) with escalation were shared for Mission, West Valley and District projects, including funding awarded by the state and other funding sources.

Moving forward, the district could 1) rebase all projects at one time to reflect the proposed PPL, which would eliminate several projects now, or 2) rebase the projects one at a time as needed reflecting the bid climate more accurately throughout the life of the bond. Staff recommends using option 2.

The Board members raised questions and discussed the options and feasibility of funding changes by decreasing scope of work to allow other buildings to move forward. Non-building projects like utilities also have escalated costs. Program contingency was set at 10% of overall costs.

Both presentations are posted on the Board documents webpage and can be found at the following link: https://wvm.edu/trustees/pages/default.aspx#Tab1.

3.7 Oral Communication from the Public

Fine Arts Associate Faculty member, Kellie Bornhoft, explained to the Board members how much preparation work goes into teaching an art class online even before the class has begun and the financial hardships of committing to teach at West Valley only to have the course canceled without any compensation for her work and loss of monthly income.

WVMFT President Kate Disney said that the public communication issue she wanted to raise with the Board had been satisfactorily resolved prior to the meeting.

3.8 Report of the Audit and Budget Oversight Committee (ABOC)

ABOC Chair Robert Owens said the committee met last week and recommend the adoption of the final budget. ABOC will not meet in the month of October.

3.9 Report of the Legislative and Policy Oversight Committee (LPOC)

LPOC Chair Anne Kepner said LPOC met September 23, 2020, and some of the items they discussed are on the agenda this evening. In BP 2200, LPOC has the responsibility of reviewing legislative items and board policies, which were being reviewed by an Ad Hoc committee. LPOC will continue following some legislation and watch for progress when the
4. Unfinished Business
There was none.

5. Consent Agenda

5.1 Approval of Consent Agenda
Motion to approve the consent agenda items as listed below.

Motion by Randi Kinman, second by Anne Kepner. Final Resolution: Motion Carries
Aye: Susan Fish, Randi Kinman, Robert Owens, Jack Lucas, Adrienne Grey, Karl Watanabe and Anne Kepner
Student Trustee advisory votes: Aye: Tisha Hartman, Leslie Geronimo

5.2 CONSIDER APPROVAL OF CURRICULUM CHANGES AT WEST VALLEY COLLEGE - Recommendation: The Board of Trustees approve the curriculum changes at West Valley College as presented.

5.3 CONSIDER APPROVAL OF CURRICULUM CHANGES AT MISSION COLLEGE - Recommendation: The Board of Trustees approve the curriculum changes at Mission College as presented.

5.4 PERSONNEL TRANSACTIONS TO BE ACTED UPON BY THE BOARD OF TRUSTEES - Recommendation: The Board of Trustees approve the listed items.

5.5 NEW AGREEMENT WITH THE JOINT APPRENTICESHIP & TRAINING COMMITTEE OF THE SANTA CLARA COUNTY VALLEY TRANSPORTATION AUTHORITY (VTA) AND THE ANNUAL AGREEMENT FOR THE REGISTERED APPRENTICESHIP PROGRAM IN FISCAL YEAR 2020-2021 - Recommendation: The Board of Trustees authorize the administration to enter into a new agreement with the Joint Apprenticeship & Training Committee at Santa Clara County Valley Transportation Authority in FY-2021. Mission College would serve as the Local Education Agency (LEA) for Valley Transportation Authority.

5.6 APPROVAL FOR PROCUREMENT OF SITE FURNISHINGS FOR MISSION COLLEGE’S INTERDISCIPLINARY PLAZA - Recommendation: The Board of Trustees approve the procurement of site furnishings from Landscape Forms Inc. in the amount of $21,645.08 for the site furniture at Mission College’s Interdisciplinary Plaza.

5.7 APPROVAL OF BID C.A.-2021 ELECTRICAL VEHICLE CHARGING STATIONS AT WEST VALLEY COLLEGE - Recommendation: The Board of Trustees approve the lowest responsive and responsible bid received from California Plus Engineering in the amount of $1,300,000 and reject all other bids. The award of the contract is based on the base bid plus allowance and alternates.

5.8 PROJECT ASSIGNMENT AGREEMENT WITH WRNS STUDIO FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR THE LIBRARY RENOVATION PROJECT AT MISSION COLLEGE - Recommendation: The Board of Trustees approve the Project Assignment Agreement with WRNS Studio for architectural and engineering services in the amount of $1,764,000 for the Library Renovation project at Mission College.

5.9 PROJECT ASSIGNMENT AGREEMENT WITH GILBANE BUILDING COMPANY FOR DESIGN AND CONSTRUCTION MANAGEMENT SERVICES FOR THE LIBRARY RENOVATION SWING SPACE PROJECT AT MISSION COLLEGE - Recommendation: The Board of Trustees approve the project assignment agreement with Gilbane Building Company for design and construction management services in the amount of $300,000 for the Library Renovation Swing Space project at Mission College.

5.10 PROJECT ASSIGNMENT AGREEMENT WITH KITCHELL FOR DESIGN AND CONSTRUCTION MANAGEMENT SERVICES FOR THE POLICE BUILDING PROJECT AT WEST VALLEY COLLEGE - Recommendation: The Board of Trustees approve the project assignment agreement with Kitchell for design and construction management services in the amount of $390,000 for the Police Building project at West Valley College.

5.11 PROJECT ASSIGNMENT AGREEMENT WITH KITCHELL FOR DESIGN AND CONSTRUCTION MANAGEMENT SERVICES FOR THE FINE ARTS AND MUSIC BUILDING PROJECT AT WEST VALLEY COLLEGE: Recommendation: The Board of Trustees approves the Project Assignment Agreement with Kitchell for design and construction management services in the amount of $1,353,600 for the Fine Arts and Music Building project at West Valley College.

5.12 APPROVAL FOR PROCUREMENT OF ELECTRIC VEHICLE SUPPLY EQUIPMENT (EVSE) FROM POWERFLEX SYSTEMS, LLC FOR ELECTRIC VEHICLE CHARGING AT WEST VALLEY COLLEGE - Recommendation: The Board of Trustees approve the procurement of EVSE for West Valley College in the form of electric vehicle charging stations and controllers from PowerFlex Systems, LLC, in the amount of $255,169.

5.13 APPROVAL OF UPDATED MEASURE W PROJECT PRIORITY LIST - Recommendation: The Board of Trustees approve the updated and rebase of the Measure W project priority lists (attached).

6. College, Programs, and Services

6.1 WEST VALLEY-MISSION COMMUNITY COLLEGE DISTRICT (WVMCCD) BOARD ACCEPTANCE OF THE GIFT OF $100,000 TO WVMCCD FOUNDATION FROM ALICE CARROLL - Recommendation: The Board of Trustees authorize the West Valley-Mission Community College District (WVMCCD) Foundation and the District administration to accept the gift of $100,000 to the WVMCCD Foundation from Ms. Alice (Dede) Carroll.
Motion to accept the $100,000 endowment gift from Alice Carroll to the WVMCD Foundation.
Motion by Jack Lucas, second by Robert Owens. Final Resolution: Motion Carries
Aye: Susan Fish, Randi Kinman, Robert Owens, Jack Lucas, Adrienne Grey, Karl Watanabe and Anne Kepner
Student Trustee advisory votes: Aye: Tisha Hartman, Leslie Geronimo

7. Human Resources

7.1 ADMINISTRATIVE PERSONNEL TRANSACTIONS TO BE ACTED UPON BY THE BOARD OF TRUSTEES - Recommendation: The Board of Trustees, per Government Code section 54953(c)(3) and prior to taking final action, orally report a summary of all recommendations for final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of administrators, as defined in subdivision (d) of Section 3511.1, during the open meeting. Subsequent to the report, that the Board approve the following transactions.

- Motion to approve the administrative personnel transactions as they were summarized in the oral report during the meeting and listed in the Board agenda.

Motion by Randi Kinman, second by Robert Owens. Final Resolution: Motion Carries
Aye: Susan Fish, Randi Kinman, Robert Owens, Jack Lucas, Adrienne Grey, Karl Watanabe and Anne Kepner
Student Trustee advisory votes: Aye: Tisha Hartman, Leslie Geronimo

7.2 RENEW ADMINISTRATOR CONTRACTS - Recommendation: The Board of Trustees, per Government Code section 54953(c)(3) and prior to taking final action, orally report a summary of all recommendations for final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of administrators, as defined in subdivision (d) of Section 3511.1, during the open meeting. Subsequent to the report, that the Board approve the following transactions.

Motion to approve the renewal of administrator contracts as they were summarized in the oral report during the meeting and listed in the Board agenda.

Motion by Randi Kinman, second by Robert Owens. Final Resolution: Motion Carries
Aye: Susan Fish, Randi Kinman, Robert Owens, Jack Lucas, Adrienne Grey, Karl Watanabe and Anne Kepner
Student Trustee advisory votes: Aye: Tisha Hartman, Leslie Geronimo

8. Business and Finance

8.1 2020/2021 FINAL BUDGET - Recommendation: 1. The Board of Trustees conduct a Public Hearing on October 6, 2020, as part of consideration of this item in order to receive comments on the Final Budget, and 2. The Board of Trustees adopt the FY 2020/2021 Final Budget.

Following the public hearing, motion to approve the Fiscal Year 2020/2021 Final Budget.

Motion by Robert Owens, second by Anne Kepner. Final Resolution: Motion Carries
Aye: Susan Fish, Randi Kinman, Robert Owens, Jack Lucas, Adrienne Grey, Karl Watanabe and Anne Kepner
Student Trustee advisory votes: Aye: Tisha Hartman, Leslie Geronimo

9. Board

9.1 FIRST READING – ADOPTING BOARD POLICY 2220, COMMITTEES OF THE BOARD - Recommendation: The Board of Trustees conduct a first reading of the board policy on Committees of the Board.

Motion to approve the first reading of the Board Policy 2222, Committees of the Board.

Motion by Randi Kinman, second by Anne Kepner. Final Resolution: Motion Carries
Aye: Susan Fish, Randi Kinman, Robert Owens, Jack Lucas, Adrienne Grey, Karl Watanabe and Anne Kepner
Student Trustee advisory votes: Aye: Tisha Hartman, Leslie Geronimo

9.2 FIRST READING – ADOPTING BOARD POLICY 3433 PROHIBITION OF SEXUAL HARASSMENT UNDER TITLE IX - Recommendation: That the Board of Trustees conduct a first reading of the board policy on Prohibition of Sexual Harassment under Title IX.

Motion to approve the first reading of Board Policy 3433, Prohibition of Sexual Harassment Under Title IX.

Motion by Robert Owens, second by Randi Kinman. Final Resolution: Motion Carries
Aye: Susan Fish, Randi Kinman, Robert Owens, Jack Lucas, Adrienne Grey, Karl Watanabe and Anne Kepner
Student Trustee advisory votes: Aye: Tisha Hartman, Leslie Geronimo

9.3 WEST VALLEY-MISSION COMMUNITY COLLEGES DISTRICT RESOLUTION 20100601 SUPPORTING PROPOSITION 15, KNOWN AS THE SCHOOLS AND COMMUNITY FIRST INITIATIVE - Recommendation: The Board of Trustees adopt Resolution No. 20100601 supporting Proposition 15.

Motion to approve the adoption of Resolution 20100601 in support of Proposition 15.

Jack Lucas voiced his concern about the Board taking action on political matters, and he will not support this tax affecting real estate owners in his constituency.

Motion by Randi Kinman, second by Anne Kepner. Final Resolution: Motion Carries
Aye: Susan Fish, Randi Kinman, Robert Owens, Adrienne Grey, Karl Watanabe and Anne Kepner
No: Jack Lucas
Student Trustee advisory votes: Aye: Tisha Hartman, Leslie Geronimo

10. Information Reports and Items for Future Board Consideration

10.1 Academic Senate Update (Aram Shepherd) (Gretchen Ehlers)
MCAS President Aram Shepard thanked the Board of Trustees for Land Corp funding for zero-cost textbooks. Online Educational Resources (OER) for students. 99 classes use only OER at no cost to students. MCAS dedicating one of their October 10 meeting to OER and invited state Academic Senate representatives to attend. The crucial Distance Education Instructional Designer position was not filled in fall and hope it is filled by Spring.

WVCAS President Gretchen Ehlers thanked Debra Griffith for leading the President's Commission on Diversity, an ongoing work group that created the Guiding Principles for an Anti-Racist Institution, which the WVCAS unanimously endorsed at their last meeting. At their October 13, 2020, meeting, they will endorse the college's Anti-Racist Action Plan that outlines the college's actions to eliminate the opportunity and achievement gaps for groups of students historically underserved by institutions of Higher Education. She acknowledged the amazing work of the Curriculum Committee, headed by Paulette Boudreaux. They are reviewing most of our courses for their Distance Education Addenda by the end of the semester. The committee has reviewed and approved 250 courses, that's over 50 per meeting.

10.2 Classified Senate Update (Ana Lobato) (Kristal Dela Cruz)

WVCCS President Ana Lobato followed President Ehlers report. WVCS is also going to review the guiding principles this October 14th in connection with all the Social Justice and Equity efforts on campus. We are very fortunate to have the inclusion of classified employees in extensive training provided by Debra Griffith and her office in preparation for this work. In 2019, the State Chancellor's Office provided $57K in Vision for Success funds for classified employees' professional development. Criteria for using the funds was developed by Thanh Do, Cheryl Massa, Albert Moore, and Kevin Holland-WVMCEA President. After the delay caused by COVID-19, Eric Ramones and Ngoc Chim helped organize the access to these funds, which amounted to $28,500 per college. Thank you to Kristal for restarting the conversation and getting the ball rolling again, and each college will determine how to use the funds for staff at their campuses. ASG VP if Legislation, Emily Lehmas, has been assigned as our student representative to the senate providing a student voice to our meetings.

A brief update on the Caring Campus Initiative, Liaison Vida Sabouri and IEBC continue the group training work and hope to be complete to present their plan and deliverables by at the end of Fall 2020 term. Thank you to Michelle Francis, Scott Ludwig and to the supervisors who have granted release time to the employees who are participating in this important work. Non-violent communication workforce trainings were provided by the Che School of Professional Studies, taught by certified assistant trainer Lynn Kelly and Dean Renee Paquier, in a series of six full-day sessions over three consecutive weekends. It provided staff, faculty, and administrators tools for destigmatizing issues and addressing miscommunication and clumsy conversations. It reinforced integrity, humility and respect for self and others. Ana attended all of the intense but worthwhile sessions and was pleased to see Adrienne Grey at one of the opening sessions. Ana appreciated the open, honest and insightful participation Trustee Grey provides at the events she attends.

MCCS President Kristal Dela Cruz said both our senates are excited to move forward using the Vision for Success funds. Thank you to Kevin Holland, Pres. Lobato, Ngoc Chim and Eric Ramones for getting this moving again. Our first newsletter was released by Secretary Amanda Marshall on September 14, with the second release on October 12. VP Danielle Ramirez-King offered a second session of classified-led workshop from all college week. The Caring Campus initiative's first coaching sessions had 23-25 staff participating from 14 different departments. This year the Senate is also focusing on safe spaces for classified to have open dialog and conversations on a range of topics, including racial equity and social justice advocacy. This aligns with Mission's priorities in its call to action. The next meeting is Thursday, October 15, and all are welcome to attend.

10.3 Student Senate Update (Maddy Mandarelli) (Alondra Martinez-Medina)

WVC ASG President Maddy Mandarelli said they had the third senate meeting today. ASG should have a lot of new participants who are ready to pass their tests to be appointed as senators at their October 20th meetings. CAB will hold and be the judges for a pastry baking contest on October 10 and winners will get a WVC gift card. We have had great participation and engagement from students lately. Thank you to all employees who emailed the Student Senate asking for committee ASG representatives, ensuring that the student voice is included in making the college better and then they can report on the committees activities.

MC ASG President Alondra Martinez-Medina said MCASG identified their goals for the semester. First, they expect to have at least three of our four goals completed by the end of the semester. They recently had Constitution Day, and it was a very nice to see the students participating and they hope to get more participation in future events. We've also partnered with academic senate and support for a zero textbook cost video for students. Lastly, we have also added Richard Pham to our board as director of marketing. They hope to also further expand our board to at least have all over executive positions filled.

10.4 West Valley College Update (Stephanie Kashima)

President Kashima said we have 2428 are only 6-7% below our 2600 enrollment goals, while other colleges in the area are about 9% below their goals. We attribute this to effective scheduling and the hard work of our faculty in the classroom. Spring semester will be mostly online with only 50 face-to-face courses. The spring schedule will be available in early November and registration opening on November 17. WVC held a well-attended farewell for former Dean of Student Services, Dr. Matais Pouncil, who has been hired as the new Vice President of Instruction at Evergreen Valley College.

Dr. Ajani Byrd hosted a welcome event for our students of color. Thursday we will host speaker Yusef Salaam, who was one of the Central Park Five. In 1989, five young African American men between the ages of 14 and 16 were unjustly
accused of sexually assaulting a white woman in Central Park in New York City. They were forced to confess and incarcerated for between 6 to 12 years before being released. Mr. Salaam will be speaking about his experience.

Presenter Jessica Petit will present on her book, Notice Notes for Social Justice, teaching us how to notice our emotional responses to incidents of injustice and how to use them for positive social justice change. She thanked the Academic and Classified Senates and College Council for reviewing and approving the anti-racism guiding principles. On October 23, We're going to officially unveil our Anti-Racism Action Plan. She thanked Black Student Union leaders Jaya-Lynn Casilla, Yusef Labib and Kaleb Watkins for being her advisor in the process and input for the plan.

On September 17, we had 70 students join our School of Social Science zoom session where they could ask counselors and explore their interests in the program. Online training continues for instructors in distance ed. pedagogy. Thank you to our curriculum committee, academic senate, and the office of instruction, specifically Dean Chris Dyer, Luis Portillo, Doonu Barrie, Gretchen Ehiers and Paulette Boudreaux for the quick review and approval of courses converted to distance ed curriculum. Thank you to Alice Carrol for her generous gift to the college of $100,00 for two endowment scholarships in honor of two family members.

10.5 Mission College Update (Daniel Peck)

President Peck thanked the Academic Senate and President Shepard for their work on OER and zero-cost textbooks for Mission's student, which was one of the student government's top goals for the college. Mission College as been awarded a $75,000 grant from Lockheed Martin to support our emergency aid program, with thanks to Omar Murillo and Nicole Aguianidlo for their work in securing this grant. Vice President Murillo has created a simple process for students to reach out to him with their needs, kudos and complaints, which is so crucial to improving the students' outreach and overall education experience.

Mission’s enrollment report has credit full time equivalent student (FTES) of 2032, which represents 92% of our target FTES of 2421. This is on par with where we were at this time last year compared to last year’s goal. This does represent a decrease in total students of around 6% and he believed that one of the primary aspects of this is related to COVID-19, which matches a pattern across the entire state our colleges are reporting. Another factor in decreased enrollment levels is students grappling with the realities of remote learning and the difficulties related to that, even with our efforts to support students with laptop loans, increased daytime computer lab hours for students who do not have strong WiFi or spaces conducive to learning at home.

Spring classes will mostly be taught online with a small number of face to face courses. Mission held a strategic planning summit where we brought together committee and initiative leads to review the metrics, discuss college goals, and align committee goals. The college goals themselves are aligned with vision for success, our student equity plan, Guided Pathways and our call to action. He thanked Brain Goo and Leandra Martin as support for this event with 60 people in attendance.

Mission College launched its athletics Hall of Fame honoring First Baseball Coach and two time state champion Sam Ferraro, 1981 All American and state championship MVP John Klarman as basketball all-time leading scorer in this conference. MVP Felicia Anderson who was named all-state softball player, and Stephanie Silva as coast tennis champion. There will be a formal inauguration ceremony after COVID. Please check out the nearly completed baseball turf field replacement project.

He welcomed Trisha Darrell as the new Program Specialist for the Student Equity Office, which is a temporary placement until the Child Development Center can reopen safely. October is the sixth anniversary of Student Equity and Success month, with the kick-off of the Black and Brown Summits, a celebration of Hispanic cultural heritage, and a series of events workshops and sharing of success stories from both our students and from fellow colleagues throughout the month, thanks to Thuy Tran and the counseling department.

In closing, he gave a brief update on two partnerships as part of our Department of Labor American apprenticeship grant and in partnership with VTA, enabled providing a state-of-the-art bus training simulator, and VTA held a press conference to announce this new technology. Kaiser is offering flu shots to Kaiser members in our college parking lots, which has gone so well that Kaiser requested an extension through November 21, and Mission is glad to support this service.

10.6 Chancellor's Report (Bradley Davis)

Chancellor Davis thanked everybody who worked on this agenda. There's a ton of work that goes on behind the scenes. And I'm very appreciative of all the effort that goes into preparing this agenda for us to review tonight. He thanked the presenters Ngoc and Javier for their in depth reports. The Board approved things that are for the betterment of our environment and the future of citizens in this valley, and the Board talked about important legislation. He asked everybody on this call to encourage everybody that they know to vote.

He was pleased to say Board Policy Chapters four and five, which are student services and instruction will have a final pass at the Mission College Academic Senate before returning to our newly formed legislative and policy oversight committee (LPOC) fro final review. Then we can bring them before the board by the new year with all of our policies reviewed and revised in Chapters one through six. Our Board of Trustees has their annual meeting with the Saratoga City Council on October 7, which is a great opportunity for you to hear all the partnerships that are occurring between the college and the district including transportation, housing, food, prescription distributions and ride programs. He encouraged members of our District to sign in and listen.

He gave an update on former WVC student, Chantal Naugle. She was the West Valley College valedictorian and the President's office student intern when I worked there. She got a free 100% three-year scholarship to attend Stanford, and sent him a text version of her bill of $83,000 and at the very bottom a balance to be paid of zero to live at
Stanford and attend for free. Our education is indeed world-class at both institutions and Chantal is just one of many shining examples reflecting the quality of our instruction.

10.7 Trustee Comments

Randi Kinman reported that she is attending the ACCT conference, including early morning sessions at 7:00 a.m. She always finds these conferences inspiring and motivating, prompting her to bring new projects and knowledge back to the Board. She heard of one district that is not only using OER, zero cost textbooks, but also guarantees that $200 is the most any student will pay for textbooks in 18 months to two years of attending. Equity data and improvement in practices were common themes throughout the conference. She will also be attending the CCLC Annual Convention in November, which is virtual and free this year, and she invited all trustees to contact Brenda to register.

Trustee Grey said she is grateful to people who are willing to have these hard conversations as we strive to be a socially just and inclusive institution. It is not the same at all colleges in the state. Thank you to Gretchen for the work on the guiding principles, for going big and being ambitious in drafting these principles. She really was impressed by the non-violent communication weekend workshops she attended, gaining tools for handling difficult conversations and conflict which is useful in many aspects of our lives, not just on the job. She is enjoying the open forums that Stephanie and Debra are hosting, especially the sharing in smaller groups via breakout rooms. She encouraged people to attend the CCLC conference, with UC Chancellor Michael Drake as the lunch keynote, with lots of racial equity and social justice content.

11. Continuation of Closed Session, If Necessary
   It was unnecessary.

12. Reconvene Public Session, If Necessary
   It was unnecessary.

13.1 Adjournment
   The meeting was adjourned at 9:58 p.m.
Tuesday, November 10, 2020
WVMCCD Board of Trustees Regular Meeting, Comments

Via Zoom:  https://zoom.us/j/4087419000

6:00 p.m. Public Session
6:01 Closed Session
7:00 Public Session

1. Meeting Opening

<table>
<thead>
<tr>
<th>Subject</th>
<th>1.1 Roll Call</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments</td>
</tr>
<tr>
<td>Access</td>
<td>Public</td>
</tr>
<tr>
<td>Type</td>
<td>Procedural</td>
</tr>
</tbody>
</table>
### 1. Meeting Opening

<table>
<thead>
<tr>
<th>Subject</th>
<th>1.2 Call to Order</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments</td>
</tr>
<tr>
<td>Access</td>
<td>Public</td>
</tr>
<tr>
<td>Type</td>
<td>Procedural</td>
</tr>
</tbody>
</table>
Members of the audience may address the Board on any item listed on the Closed Session agenda. Comments will be limited to three (3) minutes per agenda item, with a total of fifteen (15) minutes of public comment on an item unless waived by the Board.
## 2. Closed Session

### Subject  2.1 Adjourn to Closed Session

<table>
<thead>
<tr>
<th>Meeting</th>
<th>Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Access</td>
<td>Public</td>
</tr>
<tr>
<td>Type</td>
<td>Procedural</td>
</tr>
</tbody>
</table>

**DIRECTION TO LABOR NEGOTIATORS** (Government Code 54957.6)
Provide direction to Associate Vice Chancellor of Human Resources, Eric Ramones, and Chancellor Bradley Davis, District-designated representatives, regarding negotiations with WVMFT/AFT Local 6554, WVMCEA, Teamsters, and POA; and to Chancellor Bradley Davis regarding unrepresented groups.

**LITIGATION CASE REVIEW/PLANNING** (Government Code 54957.8) Associate Vice Chancellor of Human Resources, Eric Ramones, and Chancellor Bradley Davis
Two Items

**PUBLIC EMPLOYEE PERFORMANCE EVALUATION-GOALS** (Government Code 54857)
Title: Chancellor
### 3. Opening Items

<table>
<thead>
<tr>
<th>Subject</th>
<th>3.1 Reconvene Public Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments</td>
</tr>
<tr>
<td>Access</td>
<td>Public</td>
</tr>
<tr>
<td>Type</td>
<td>Procedural</td>
</tr>
</tbody>
</table>
### 3. Opening Items

<table>
<thead>
<tr>
<th>Subject</th>
<th>3.2 Roll Call</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments</td>
</tr>
<tr>
<td>Access</td>
<td>Public</td>
</tr>
<tr>
<td>Type</td>
<td>Procedural</td>
</tr>
</tbody>
</table>
### 3. Opening Items

<table>
<thead>
<tr>
<th>Subject</th>
<th>3.3 Pledge of Allegiance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments</td>
</tr>
<tr>
<td>Access</td>
<td>Public</td>
</tr>
<tr>
<td>Type</td>
<td>Procedural</td>
</tr>
</tbody>
</table>
### 3. Opening Items

<table>
<thead>
<tr>
<th>Subject</th>
<th>3.4 Report of Closed Session Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments</td>
</tr>
<tr>
<td>Access</td>
<td>Public</td>
</tr>
<tr>
<td>Type</td>
<td>Information</td>
</tr>
</tbody>
</table>
## 3. Opening Items

<table>
<thead>
<tr>
<th>Subject</th>
<th>3.5 Approval of the Order of the Agenda</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments</td>
</tr>
<tr>
<td>Access</td>
<td>Public</td>
</tr>
<tr>
<td>Type</td>
<td>Action</td>
</tr>
<tr>
<td>Recommended Action</td>
<td>Motion to approve November 10, 2020, agenda as presented.</td>
</tr>
<tr>
<td>Subject</td>
<td>3.6 Approval of Minutes</td>
</tr>
<tr>
<td>------------------</td>
<td>-------------------------</td>
</tr>
<tr>
<td>Meeting</td>
<td>Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments</td>
</tr>
<tr>
<td>Access</td>
<td>Public</td>
</tr>
<tr>
<td>Type</td>
<td>Action, Minutes</td>
</tr>
<tr>
<td>Recommended Action</td>
<td>Approve the October 6, 2020, minutes as attached.</td>
</tr>
</tbody>
</table>

The approved September 15, 2020, minutes are attached as Appendix A.
### 3. Opening Items

<table>
<thead>
<tr>
<th>Subject</th>
<th>3.7 Presentations/Recognitions: ESSP - Mission College Community Health Worker Program, Presented by Ann Cowels and Julia Barba</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments</td>
</tr>
<tr>
<td>Access</td>
<td>Public</td>
</tr>
<tr>
<td>Type</td>
<td>Information, Recognition</td>
</tr>
</tbody>
</table>
### 3. Opening Items

**Subject** | **3.8 Oral Communication from the Public**
---|---
Meeting | Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments
Access | Public
Type | Information

**GUIDELINES FOR PUBLIC PARTICIPATION IN BOARD OF TRUSTEES MEETINGS**

We welcome comments from the public. The following instructions are intended as a guide for members of the public who wish to address the Board of Trustees. These guidelines are in the interest of giving the Board a fair opportunity to hear a diversity of viewpoints. If you wish to speak, you are respectfully asked to provide a completed form to the Board Clerk, but you are not required to do so. Please limit your comments to three (3) minutes. In fairness to those who wish to speak and as a courtesy to those who have come to listen, we request that you adhere to the following guidelines:

**Oral Communications from the Public on Items Not on the Agenda**
This portion of the meeting is reserved for persons desiring to address the Board on any matter not on the agenda. No action will be taken. When you make your comments, approach the podium. When the Board President recognizes you, please identify yourself and the topic you wish to discuss. Limit your comments to three (3) minutes. A total of 20 minutes is allowed for total public comment, unless waived by the Board.

Public comments on items on the agenda will be taken at the time the item is discussed by the Board.

**Oral Communications from the Public on Items on the Agenda**
When the Board President opens an item for discussion and calls for speakers, approach the podium, identify yourself, and limit your comments to three (3) minutes. The President may impose additional time limitations on any major discussions involving multiple speakers. If you wish to give an opinion which has already been expressed by others, please do not be repetitive. The President may impose additional time limitations on any major discussions involving multiple speakers.

**Public Comments:**
Public comment requests may be submitted electronically by emailing brenda.rogers@wvm.edu or via phone by calling Board Clerk, Brenda Rogers at 408-741-2072 no later than 5:00 p.m. on Monday, the day before the Board meeting.

Please include the following information in your public comment request:

SUBJECT: COMMENTS FOR THE MEETING DATE:________________________
AGENDA ITEM NUMBER OR TOPIC: _________________________________
NAME: _______________________________________________________
TITLE: _______________________________________________________
ORGANIZATION (optional): _________________________________
ADDRESS (optional): ________________________________________

How to address the Board (Speaking):
When it is your turn to address the Board, the Board President will call your name based on the information provided above in the Public Comment Request.

Please use the “raise hand” feature provided in Zoom, and you will be unmuted and able to speak. If you are dialing in via phone, please press *9 to raise your hand when your name is called and you will be unmuted.

Please note:
Per Board Policy 2345, three minutes may be allotted to each speaker with a maximum of 30 minutes per subject. The Board President has the discretion to shorten the time for each speaker if multiple public comment requests have submitted. No action or discussion shall be undertaken on any public comments except that members of the Board or its staff may briefly respond to or ask a question for clarification regarding statements made or questions posed by persons addressing the Board under this agenda item.
### 3. Opening Items

<table>
<thead>
<tr>
<th>Subject</th>
<th>3.9 Report of the Audit and Budget Oversight Committee (ABOC)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments</td>
</tr>
<tr>
<td>Access</td>
<td>Public</td>
</tr>
<tr>
<td>Type</td>
<td>Information</td>
</tr>
</tbody>
</table>
### 3. Opening Items

<table>
<thead>
<tr>
<th>Subject</th>
<th>3.10 Report of the Legislative and Policy Oversight Committee (LPOC)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments</td>
</tr>
<tr>
<td>Access</td>
<td>Public</td>
</tr>
<tr>
<td>Type</td>
<td>Information</td>
</tr>
</tbody>
</table>
## 4. Unfinished Business

<table>
<thead>
<tr>
<th>Subject</th>
<th>4.1 There is none.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments</td>
</tr>
<tr>
<td>Access</td>
<td>Public</td>
</tr>
<tr>
<td>Type</td>
<td>Information</td>
</tr>
</tbody>
</table>
Subject 5.1 Approval of Consent Agenda

Meeting Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access Public

Type Action (Consent)

Recommended Action Motion to Approve Consent Agenda Items as Presented.

*Action items will be acted upon in one motion unless they are removed from the Consent Agenda for discussion and action. Information items will not be discussed unless they are removed from the Consent Agenda.*
5. Consent Agenda

Subject  5.2 CONSIDER APPROVAL OF CURRICULUM CHANGES AT MISSION COLLEGE -
Recommendation: The Board of Trustees approve the curriculum changes at Mission College as presented.

Meeting  Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access  Public

Type  Action (Consent)

Recommended Action  The Board of Trustees approve the curriculum changes at Mission College as presented.

Prepared By:  Lingping Yu, Carla Breidenbach and Leandra Matrin

Reviewed By:  Daniel Peck

Approved By:  Bradely Davis

Funding Source/Fiscal Impact
The General Fund is the major source for the cost of instruction, which pertains to the offering of approved courses. These costs are offset, to varying degrees, by apportionment received for credit-based instruction and other associated fees.

Reference(s)
Curriculum development and recommendation is an ongoing activity overseen by the Academic Senate, and its subordinate Curriculum Committee, and the Office of Instruction as per District Policy 4020. It is integrated into the Mission College Program Review process. It is emphasized in many sections of Standard II of the Accreditation Standards of the Accrediting Commission for Community and Junior Colleges. Likewise, it is regulated through Title 5 and WVMCCD District Policy 4020.

Background/Alternatives
As per District policy, the curriculum changes to programs and courses described herein have been considered and recommended by the Curriculum Committee and the Articulation Officer. Each of the curriculum changes and the foregoing recommendations has been further reviewed by the Chief Instructional Officer, the College President, and the District Chancellor. The Office of Instruction further certifies that the programs and courses described herein satisfy all applicable requirements of Title 5 and have also been submitted to the Associated Students Government of Mission College. Degrees developed in compliance with State-approved Transfer Model Curricula (TMC) pursuant to SB-1440 (Padilla, 2010) have already been approved by the District Chancellor acting as designee for the Board of Trustees, and are being presented here as information items.

Coordination
Offerings have been coordinated between Mission College and West Valley College through a process of consultation.

Follow-up/Outcome
Following Board approval of the curriculum changes, updates to catalogs and class schedules will be made, and campus marketing communications will reflect the changes, as appropriate. Courses which are archived will be removed from the College catalog; courses which are deleted will be removed both from the College catalog and from the state Curriculum Inventory.

File Attachments
Attach 5.2, MC Curriculum Summary.docx (70 KB)

Action items will be acted upon in one motion unless they are removed from the Consent Agenda for discussion and action. Information items will not be discussed unless they are removed from the Consent Agenda.
### Curriculum Summary

#### New Course - Credit
None

#### New Course - Noncredit
None

#### Credit Course Revision

<p>| ACC 053B | BIO 048H | HOC 060 | KIN 021E |
| ACC 053C | CAP 010A | HOC 061 | KIN 021F |
| ACC 075  | CAP 010C | HOC 062 | KIN 030A |
| ART 001A | CAP 013  | HOC 064 | KIN 030B |
| ART 001B | COM 004  | HOC 905 | KIN 032A |
| ART 001D | ENG 001AX| HUM 001A| KIN 032B |
| ART 004  | ENG 015  | HUM 001B| KIN 032C |
| ART 011  | ENG 048  | HUM 015  | KIN 032D |
| ART 031A | ENG 905AC| HUM 018  | KIN 033A |
| ART 031B | ESL 940GW| HUM 018H | KIN 033B |
| ART 033A | ESL 940RV| HUM 020  | KIN 033C |
| ART 033B | ESL 970LS| HUM 022  | KIN 038B |
| ART 034A | GDS 055A | HUM 024  | KIN 038C |
| ART 034B | HOC 002  | HUM 030  | KIN 038D |
| ART 035A | HOC 003  | KIN 001A | KIN 038E |
| ART 035B | HOC 004  | KIN 001C | KIN 038F |
| ART 035C | HOC 019F | KIN 014A | KIN 038G |
| ART 035D | HOC 019G | KIN 014C | KIN 038J |
| ART 049A | HOC 024  | KIN 014D | KIN 041A |
| ART 049B | HOC 025A | KIN 015A | KIN 041B |
| ART 049C | HOC 025B | KIN 015B | KIN 041C |
| ART 049D | HOC 032  | KIN 015C | KIN 041D |
| AST 001 | HOC 034  | KIN 015D | KIN 061A |
| AST 003 | HOC 035B | KIN 020A | KIN 061B |
| AST 003H| HOC 044  | KIN 020B | KIN 061C |
| AST 004 | HOC 050  | KIN 020C | KIN 061D |
| BIO 019 | HOC 050A | KIN 020D | KIN 063A |
| BIO 022 | HOC 051  | KIN 021A | KIN 063B |
| BIO 025 | HOC 052  | KIN 021B | KIN 083 |
| BIO 047 | HOC 053  | KIN 021C | KIN 089 |
| BIO 048 | HOC 054  | KIN 021D | KIN 092 |</p>
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Code</th>
<th>Course Code</th>
<th>Course Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAT 000CM</td>
<td>MAT 004C</td>
<td>PHY 002A</td>
<td>PSY 015</td>
</tr>
<tr>
<td>MAT 00CMX</td>
<td>MAT 005</td>
<td>PHY 002B</td>
<td>PSY 015H</td>
</tr>
<tr>
<td>MAT 000D</td>
<td>MAT 903M</td>
<td>PHY 004B</td>
<td>SOC 016</td>
</tr>
<tr>
<td>MAT 000G</td>
<td>MAT 903MX</td>
<td>PHY 004C</td>
<td>SOC 050</td>
</tr>
<tr>
<td>MAT 004A</td>
<td>PHI 003</td>
<td>PHY 010</td>
<td>SOC 058</td>
</tr>
</tbody>
</table>

**Non-credit Course Revision**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Code</th>
<th>Course Code</th>
<th>Course Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAP 100</td>
<td>NCE 910A</td>
<td>NCE 920B</td>
<td>NCH 001CW</td>
</tr>
<tr>
<td>CAP 101</td>
<td>NCE 910B</td>
<td>NCE 924</td>
<td>NCH 002CW</td>
</tr>
<tr>
<td>NCE 010</td>
<td>NCE 920A</td>
<td>NCE 934</td>
<td>NCH 003CW</td>
</tr>
</tbody>
</table>

**Administrative Change**

None

**Prerequisites**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Code</th>
<th>Course Code</th>
<th>Course Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 053B</td>
<td>ENG 001AX</td>
<td>HOC 050A</td>
<td>MAT 005</td>
</tr>
<tr>
<td>ACC 053C</td>
<td>ENG 905AC</td>
<td>HOC 051</td>
<td>MAT 903M</td>
</tr>
<tr>
<td>ACC 075</td>
<td>ESL 940GW</td>
<td>HOC 052</td>
<td>MAT 903MX</td>
</tr>
<tr>
<td>ART 031B</td>
<td>ESL 940RV</td>
<td>HOC 053</td>
<td>NCH 002CW</td>
</tr>
<tr>
<td>ART 034B</td>
<td>ESL 970LS</td>
<td>HOC 054</td>
<td>NCH 003CW</td>
</tr>
<tr>
<td>ART 035A</td>
<td>HOC 019F</td>
<td>HOC 060</td>
<td>PHI 003</td>
</tr>
<tr>
<td>ART 035B</td>
<td>HOC 019G</td>
<td>HOC 061</td>
<td>PHY 002A</td>
</tr>
<tr>
<td>ART 035C</td>
<td>HOC 024</td>
<td>HOC 062</td>
<td>PHY 002B</td>
</tr>
<tr>
<td>ART 035D</td>
<td>HOC 025A</td>
<td>HOC 064</td>
<td>PHY 004B</td>
</tr>
<tr>
<td>ART 049B</td>
<td>HOC 025B</td>
<td>MAT 000CM</td>
<td>PHY 004C</td>
</tr>
<tr>
<td>ART 049C</td>
<td>HOC 032</td>
<td>MAT 000CMX</td>
<td>PHY 010</td>
</tr>
<tr>
<td>ART 049D</td>
<td>HOC 034</td>
<td>MAT 000D</td>
<td>PSY 015</td>
</tr>
<tr>
<td>BIO 047</td>
<td>HOC 035B</td>
<td>MAT 000G</td>
<td>PSY 015H</td>
</tr>
<tr>
<td>BIO 048</td>
<td>HOC 044</td>
<td>MAT 004A</td>
<td>SOC 016</td>
</tr>
<tr>
<td>BIO 048H</td>
<td>HOC 050</td>
<td>MAT 004C</td>
<td></td>
</tr>
</tbody>
</table>

**Distance Education**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Code</th>
<th>Course Code</th>
<th>Course Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 053B</td>
<td>ART 011</td>
<td>ART 035A</td>
<td>ART 049D</td>
</tr>
<tr>
<td>ACC 053C</td>
<td>ART 031A</td>
<td>ART 035B</td>
<td>AST 001</td>
</tr>
<tr>
<td>ACC 075</td>
<td>ART 031B</td>
<td>ART 035C</td>
<td>AST 003</td>
</tr>
<tr>
<td>ART 001A</td>
<td>ART 033A</td>
<td>ART 035D</td>
<td>AST 003H</td>
</tr>
<tr>
<td>ART 001B</td>
<td>ART 033B</td>
<td>ART 049A</td>
<td>AST 004</td>
</tr>
<tr>
<td>ART 001D</td>
<td>ART 034A</td>
<td>ART 049B</td>
<td>BIO 019</td>
</tr>
<tr>
<td>ART 004</td>
<td>ART 034B</td>
<td>ART 049C</td>
<td>BIO 022</td>
</tr>
</tbody>
</table>

033
| BIO 025 | HOC 051 | KIN 021B | KIN 089 |
| BIO 047 | HOC 052 | KIN 021C | KIN 092 |
| BIO 048 | HOC 053 | KIN 021D | MAT 000CM |
| BIO 048H | HOC 054 | KIN 021E | MAT 00CMX |
| CAP 010A | HOC 060 | KIN 021F | MAT 000D |
| CAP 010C | HOC 061 | KIN 030A | MAT 000G |
| CAP 013 | HOC 062 | KIN 030B | MAT 004A |
| CAP 100 | HOC 064 | KIN 032A | MAT 004C |
| CAP 101 | HOC 905 | KIN 032B | MAT 005 |
| COM 004 | HUM 001A | KIN 032C | MAT 903M |
| ENG 001AX | HUM 001B | KIN 032D | MAT 903MX |
| ENG 015 | HUM 015 | KIN 033A | NCE 010 |
| ENG 048 | HUM 018 | KIN 033B | NCE 910A |
| ENG 905AC | HUM 018H | KIN 033C | NCE 910B |
| ESL 940CW | HUM 020 | KIN 038B | NCE 920A |
| ESL 940RV | HUM 022 | KIN 038C | NCE 920B |
| ESL 970LS | HUM 024 | KIN 038D | NCE 924 |
| GDS 055A | HUM 030 | KIN 038E | NCE 934 |
| HOC 002 | KIN 001A | KIN 038F | NCH 001CW |
| HOC 003 | KIN 001C | KIN 038G | NCH 002CW |
| HOC 004 | KIN 014A | KIN 038J | NCH 003CW |
| HOC 019F | KIN 014C | KIN 041A | PHI 003 |
| HOC 019G | KIN 014D | KIN 041B | PHY 002A |
| HOC 024 | KIN 015A | KIN 041C | PHY 002B |
| HOC 025A | KIN 015B | KIN 041D | PHY 004B |
| HOC 025B | KIN 015C | KIN 061A | PHY 004C |
| HOC 032 | KIN 015D | KIN 061B | PHY 010 |
| HOC 034 | KIN 020A | KIN 061C | PSY 015 |
| HOC 035B | KIN 020B | KIN 061D | PSY 015H |
| HOC 044 | KIN 020C | KIN 063A | SOC 016 |
| HOC 050 | KIN 020D | KIN 063B | SOC 050 |
| HOC 050A | KIN 021A | KIN 083 | SOC 058 |

**Credit Course Deletion**

| BUS 060 | BUS 082A | COU 145B |
| BUS 079 | BUS 086 | WHP.008P.2 |

**Non-credit Course Deletion**

None
New Program – Credit
None

New Program – Non-Credit
None

Program Revision - Credit
None

Program Deletion
None
CREDIT COURSE REVISION

ACCOUNTING

ACC 053B – Volunteer Income Tax Assistance (VITA) II
1.00 Unit(s)
Grade Options: Pass/No Pass Only
Prerequisite: ACC 053A

This is the second course in a sequence of three courses designed for students who want to be a part of the Volunteer Income Tax Assistance (VITA) program at Mission College. This course allows students who have successfully passed ACC 053A to apply their tax knowledge by assisting low-income individuals and families with their tax preparation through the VITA program for the current year. In this course, students learn to research current tax issues, use the TaxWise software to accurately prepare individual federal and state income tax returns within the scope of the VITA program. Students also learn how to work within a cooperative and quality controlled environment and develop their communication skills through taxpayer interviews and explanation of tax return results.

Rationale for ACC 053B – Volunteer Income Tax Assistance (VITA) II – 1.00 Unit(s)
The course has been revised to add a DE Addendum and to update the SAM code to C.

ACC 053C – Volunteer Income Tax Assistance (VITA) III
1.00 Unit(s)
Grade Options: Pass/No Pass Option
Prerequisite: ACC 053B

This is the third course in a sequence of three courses designed for students who want to be a part of the Volunteer Income Tax Assistance (VITA) program at Mission College. This course allows students who have successfully passed ACC 053B to work on advanced tax situations and take part in running the tax center for the current year. In this course, students cover advanced tax topics and develop the skills necessary in running a tax center including site organization, quality control procedures, and providing guidance to both taxpayers and tax preparers.

Rationale for ACC 053C – Volunteer Income Tax Assistance (VITA) III – 1.00 Unit(s)
The course has been revised to add a DE addendum.
ACC 075 – Cloud Computing and Analytics in Accounting
4.00 Unit(s)
Grade Options: Grade Only
Prerequisite: ACC 001A

Students will learn cloud accounting and analytics theory through hands-on exercises using SAP Business ByDesign. SAP (Systems, Applications, & Products in Data Processing) is the number one Enterprise Resource Planning (ERP) software vendor in the world. Its ByDesign system is a cloud-based ERP solution for small-to-medium enterprises. Students will also use Excel and Power BI for data analytics and visualization capabilities. This course is useful as preparation for higher level business, accounting, and/or analytics courses, for careers in accounting and finance, or for work as an analyst, data scientist, or consultant.

Rationale for ACC 075 – Cloud Computing and Analytics in Accounting – 4.00 Unit(s)
This course has been revised to add a DE Addendum.

ART

ART 001A – Survey of Western Art I
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is a chronological survey of painting, sculpture and architecture in Western civilization from Prehistoric through Medieval times. Works of art are viewed within their historical, religious, political, and social context. A museum field trip is required.

Rationale for ART 001A – Survey of Western Art I – 3.00 Unit(s)
The course has been revised to add a DE Addendum.

ART 001B – Survey of Western Art II
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is a chronological survey of western painting, sculpture and architecture from the Renaissance to Modern times. Works of art are viewed within their historical,
religious, political, and social context. The course consists of illustrated lectures and discussion. A museum field trip is required.

Rationale for ART 001B – Survey of Western Art II – 3.00 Unit(s)
This course was revised to add a DE Addendum.

ART 001D – Art of the 20th Century
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This course provides a general survey of painting, sculpture, and architecture in the Western World, from the Impressionists to the present day, emphasizing the evolution of style and content. The course consists of illustrated lectures and discussion. A museum field trip is required.

Rationale for ART 001D – Art of the 20th Century – 3.00 Unit(s)
This course was revised to add a DE Addendum.

ART 004 – Art Appreciation
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This course offers a study of the themes and purposes, elements of style and principles of design, techniques and media, and terminology of the visual arts as a form of communication. Works of art from many different time periods and cultures are discussed and analyzed. The course consists of illustrated lectures and discussions. A museum field trip is required.

Rationale for ART 004 – Art Appreciation – 3.00 Unit(s)
This course was revised to add a DE Addendum.

ART 011 – The History of Modern Design
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This introductory survey course focuses on the history, perception and development of design as an art form during the Twentieth Century. The students develop an
understanding of the evolution and role of the Modern Movement in society. The students also learn about the evaluation criteria of two-dimensional and three-dimensional design objects while examining examples of architecture, industrial design, graphic design and interior design. The students are introduced to outstanding Twentieth Century design figures and their work.

Rationale for ART 011 – The History of Modern Design – 3.00 Unit(s)
This course was revised to add a DE Addendum.

ART 031A – Beginning Drawing
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This is a beginning drawing course for students with no previous drawing experience. Students work from observation, directed toward realistic rendering of objects through line, shading, pictorial composition and perspective.

Rationale for ART 031A – Beginning Drawing – 3.00 Unit(s)
The course has been revised to add a DE Addendum.

ART 031B – Intermediate Drawing
3.00 Unit(s)
Grade Options: Pass/No Pass Option
Prerequisite: ART 031A

This is an intermediate course for students with previous college-level drawing experience. This course emphasizes refinement of drawing skills and in-depth concentration on composition and color.

Rationale for ART 031B – Intermediate Drawing – 3.00 Unit(s)
The course has been revised to add a DE Addendum.

ART 033A – Basic Design: Two-Dimensional
3.00 Unit(s)
Grade Options: Pass/No Pass Option
This course is an introduction to the principles and elements of two-dimensional design and composition.

**Rationale for ART 033A – Basic Design: Two-Dimensional – 3.00 Unit(s)**
The course was revised to add a DE Addendum.

---

**ART 033B – Basic Design: Three-Dimensional**
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This course introduces students to the elements and principles of design as they apply to three-dimensional forms. Emphasis is on structure and materials appropriate to three-dimensional problems, and contemporary attitudes in design.

**Rationale for ART 033B – Basic Design: Three-Dimensional – 3.00 Unit(s)**
The course was revised to add a DE Addendum.

---

**ART 034A – Introduction to Digital Art**
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is an introductory computer art course. The course introduces students to microcomputers and visual design software. Applications that manipulate flat images and 3D space are explored. This course introduces the student to basic design elements and principles. Linear perspective is covered, and projects that focus on line, shape, form, the illusion of deep space, and color are pursued. Students learn the basic procedures needed to use computers and related peripheral devices.

**Rationale for ART 034A – Introduction to Digital Art – 3.00 Unit(s)**
This course was revised to add a DE Addendum and align course hours to match current scheduling; 2 lecture hours and 4 lab hours.

---

**ART 034B – Advanced Digital Art**
3.00 Unit(s)
Grade Options: Pass/No Pass Option
Prerequisite: ART 034A
This is an advanced course combining computer graphics and fine arts image processing. The course utilizes micro-computers to create and manipulate images. It introduces the student to advanced concepts and principles. Specific projects are executed related to unity, variety, rhythm/pattern, color, movement, balance, computer particle animation and 3D modeling techniques. Students learn techniques for file management and data backup and recovery, and peripheral devices as creative tools for the artist.

**Rationale for ART 034B – Advanced Digital Art – 3.00 Unit(s)**
This course was revised to add a DE Addendum, correct the SAM Code, and align the course hours with current scheduling (2 lecture hours, 4 lab hours).

---

**ART 035A – Life Drawing**
3.00 Unit(s)
Grade Options: Pass/No Pass Option
Prerequisite: ART 031A

This course is a fundamental study of the human figure as the main subject matter of drawings and its use as a means of artistic expression.

**Rationale for ART 035A – Life Drawing – 3.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**ART 035B – Life Drawing**
3.00 Unit(s)
Grade Options: Pass/No Pass Option
Prerequisite: ART 035A

This course is a low intermediate study of the human form and structure. It emphasizes creative interpretation and use of the human form for artistic expression. It focuses on drawing the live model in a variety of styles and media.

**Rationale for ART 035B – Life Drawing – 3.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**ART 035C – Life Drawing**
3.00 Unit(s)
Grade Options: Pass/No Pass Option
Prerequisite: ART 035B

This course is a high intermediate study of the human form and structure. It emphasizes creative interpretation and use of the human form for artistic expression. It focuses on drawing the live model in a variety of styles and media.

**Rationale for ART 035C – Life Drawing – 3.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**ART 035D – Life Drawing**
3.00 Unit(s)
Grade Options: Pass/No Pass Option
Prerequisite: ART 035C

This course is an advanced study of the human form and structure. It emphasizes creative interpretation and use of the human form for artistic expression. It focuses on drawing the live model in a variety of styles and media.

**Rationale for ART 035D – Life Drawing – 3.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**ART 049A – Painting**
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is an introduction to traditional and contemporary painting techniques and media.

**Rationale for ART 049A – Painting – 3.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**ART 049B – Painting**
3.00 Unit(s)
Grade Options: Pass/No Pass Option
Prerequisite: ART 049A
This course is low intermediate studio practice which focuses on strengthening the basic skills learned in ART 049A. Emphasis is placed upon self-expression, composition, and color theory.

Rationale for ART 049B – Painting – 3.00 Unit(s)
The course has been revised to add a DE addendum.

---

**ART 049C – Painting**
3.00 Unit(s)
Grade Options: Pass/No Pass Option
Prerequisite: ART 049B

This course is high intermediate studio practice which focuses on mixed media, self-expression, composition, and content.

Rationale for ART 049C – Painting – 3.00 Unit(s)
The course has been revised to add a DE addendum.

---

**ART 049D – Painting**
3.00 Unit(s)
Grade Options: Pass/No Pass Option
Prerequisite: ART 049C

This course is advanced studio practice which focuses on developing individual style and direction in painting.

Rationale for ART 049D – Painting – 3.00 Unit(s)
The course has been revised to add a DE addendum.

---

**ASTRONOMY**

**AST 001 – Astronomy**
3.00 Unit(s)
Grade Options: Grade Only
This course is a descriptive astronomy lecture-only course covering the entire panorama of the universe, including early human observations, the origin and structure of the solar system, and the properties, origin and evolution of stars, galaxies and cosmology.

Rationale for AST 001 – Astronomy – 3.00 Unit(s)
The course has been revised to add a DE addendum.

AST 003 – Astronomy with Lab
4.00 Unit(s)
Grade Options: Grade Only

This course covers the entire panorama of the universe from the observations of the night sky to the origin and structure of the planets, stars, galaxies and the universe. The laboratory portion of the course includes practical experience with the methods of astronomy using computers and other equipment.

Rationale for AST 003 – Astronomy with Lab – 4.00 Unit(s)
The course has been revised to add a DE addendum.

AST 003H – Astronomy with Lab - Honors
4.00 Unit(s)
Grade Options: Grade Only

This course covers the entire panorama of the universe from the observations of the night sky to the origin and structure of the planets, stars, galaxies and the universe. The laboratory portion of the course includes practical experience with the methods of astronomy using computers and other equipment. Students cannot get credit for both AST 003 and AST 003H. Enrollment in the Honors Transfer Project is required.

Rationale for AST 003H – Astronomy with Lab - Honors – 4.00 Unit(s)
The course has been revised to add a DE addendum.

AST 004 – Astrobiology – Life in the Universe
3.00 Unit(s)
Grade Options: Pass/No Pass Option
This course applies the disciplines of astrophysics, biology, chemistry, geology, and planetary science to the possibility of life in the Universe outside of the Earth. Students study the astronomical, geological and physical environmental factors that determine habitability. Students further consider the chemical basis for life, the origin and evolution of life on Earth, the constraints of life on Earth, and the markers of life that may be seen in other places in the solar system as well as outside of the solar system.

**Rationale for AST 004 – Astrobiology – Life in the Universe – 3.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**BIOLOGICAL SCIENCES**

**BIO 019 – Oceans: Life in the Sea**
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This non-majors course surveys the biological principles of marine science. It provides an overview of the ocean environment and examines the diversity of marine life, basic ecological principles and major marine ecosystems. The relationship between humans and the ocean is emphasized, with a focus on conservation biology and sustainability.

**Rationale for BIO 019 – Oceans: Life in the Sea – 3.00 Unit(s)**
The course has been revised to add DE Addendum and to update course content and textbooks.

---

**BIO 022 – Anatomy & Physiology for Allied Health Workers**
4.00 Unit(s)
Grade Options: Grade Only

This course is an overview of the normal structure and function of the human body and is designed to provide a foundation for the study of disease and dysfunction in the clinical setting. Laboratory work includes dissection of preserved materials. BIO-022 is designed to meet the state board requirements for the vocational nursing and psychiatric technician programs.

**Rationale for BIO 022 – Anatomy & Physiology for Allied Health Workers – 4.00 Unit(s)**
The course has been revised to add a DE addendum.
BIO 025 – Environmental Biology
3.00 Unit(s)
Grade Options: Grade Only

This course provides a scientific examination of the ecological interrelationships between humans and the environment. By understanding general ecological principles and major ecosystems on earth, we can evaluate how the human population impacts our planet by its growth and resource use, and what the implications are for ecosystems, biodiversity, as well as human health and welfare. Topics include: human population growth, food and water supplies, pollution, global climate change, energy use and sustainable development.

Rationale for BIO 025 – Environmental Biology – 3.00 Unit(s)
The course has been revised to add a DE addendum.

BIO 047 – Human Anatomy
5.00 Unit(s)
Grade Options: Grade Only
Prerequisite: BIO 001A OR
Prerequisite: BIO 001AH OR
Prerequisite: BIO 010 AND BIO 010L OR
Prerequisite: BIO 011 OR
Prerequisite: BIO 022

This course is an in-depth study of the microscopic and gross anatomical structure of the human body, including some corresponding pathology. It is designed to meet the prerequisite for programs in nursing, physical therapy, kinesiology, occupational therapy, etc. Laboratory work includes: examination of models, histological specimens, and animal specimens.

Rationale for BIO 047 – Human Anatomy – 5.00 Unit(s)
The course has been revised to add a DE addendum.

BIO 048 – Human Physiology
5.00 Unit(s)
Grade Options: Grade Only
Prerequisite: BIO 047, CHM 001A or CHM 001AH, OR
Prerequisite: BIO 047, CHM 030A, OR
Prerequisite: BIO 047, CHM 060

This course provides students with a basic understanding of the physiological mechanisms underlying body function in order to provide a foundation for more in-depth study and practical application. With an emphasis on cause and effect, details of the chemical and cellular basis for the workings of the nervous, muscular, cardiovascular, respiratory, renal and digestive systems are emphasized. Laboratory investigations of physiological processes familiarize students with scientific analysis and research techniques.

Rationale for BIO 048 – Human Physiology – 5.00 Unit(s)
The course has been revised to add a DE addendum.

BIO 048H – Human Physiology - Honors
5.00 Unit(s)
Grade Options: Grade Only
Prerequisite: BIO 047, CHM 001A or CHM 001AH, OR
Prerequisite: BIO 047, CHM 030A, OR
Prerequisite: BIO 047, CHM 060

This honors course provides students with a basic understanding of the physiological mechanisms underlying body function in preparation for more in-depth study and clinical application. The chemical and cellular basis for the workings of the nervous, muscular, cardiovascular, respiratory, renal and digestive systems are emphasized. Laboratory investigations of physiological processes familiarize students with scientific analysis and research techniques. The honors component involves an in-depth analysis of specific topics, using current information from research journals. Students cannot get credit for both BIO 048 and BIO 048H. Enrollment in the Honors Transfer Project is required.

Rationale for BIO 048H – Human Physiology - Honors – 5.00 Unit(s)
The course has been revised to add a DE addendum.

COMPUTER APPLICATIONS

CAP 010A – Learning the Keyboard
1.00 Unit(s)
Grade Options: Pass/No Pass Only

This course is designed for anyone who wants to learn the "touch" system of keyboarding on the computer. Proper techniques of keyboarding are emphasized to develop speed and accuracy.

Rationale for CAP 010A – Learning the Keyboard – 1.00 Unit(s)
This course was revised to include a Distance Education addendum.

---

**CAP 010C – Computer Keyboarding Speed and Accuracy**
1.00 Unit(s)
Grade Options: Pass/No Pass Only

This course is designed for anyone who wants to improve basic keyboarding technique, speed, and accuracy on the computer. There is extensive drill practice and time skill development exercises with personalized instruction based on individual needs.

Rationale for CAP 010C – Computer Keyboarding Speed and Accuracy – 1.00 Unit(s)
The course was revised to add a DE addendum.

---

**CAP 013 – Ten-key Numeric Keypad**
1.00 Unit(s)
Grade Options: Pass/No Pass Only

This course develops entry-level vocational proficiency in the use of the 10-key numeric keypad. This course can be taken concurrently with CAP 010A or CAP 010C.

Rationale for CAP 013 – Ten-key Numeric Keypad – 1.00 Unit(s)
The course was revised to add a DE addendum.

---

**COMMUNICATION STUDIES**

**COM 004 – Small Group Communication**
3.00 Unit(s)
Grade Options: Grade Only
This course is designed to provide students with theoretical and practical experiences in problem solving, conflict management, decision making, and leadership in various group contexts. Students learn and practice effective oral communication skills important to the social-emotional, task and leadership functions of small groups in a variety of situations.

**Rationale for COM 004 – Small Group Communication – 3.00 Unit(s)**
The course has been revised to add the DE Addendum.

**ENGLISH**

**ENG 001AX – English Composition with Additional Support**
5.00 Unit(s)
Grade Options: Grade Only
Prerequisite: ENG 908 OR ENG 905AC OR ESL 980 OR
Prerequisite: Completion of the Mission College Placement Assistance Tool prior to registration.

This course introduces the techniques of collegiate English composition with emphasis on clear, effective writing and analytical reading. Students will learn to think critically about their own writing and will receive extensive support throughout the writing process. Areas of support will include close reading, textual analysis, finding and correctly incorporating credible, relevant source material, and acclimating to a college academic environment. English 1AX fulfills the English requirement for the Associate degree. This course also satisfies the composition requirement for baccalaureate degrees.

**Rationale for ENG 001AX – English Composition with Additional Support – 5.00 Unit(s)**
The course has been revised to add a DE Addendum.

**ENG 015 – Introduction to Film Analysis**
3.00 Unit(s)
Grade Options: Pass/No Pass Option

Critical analysis of film as a literary art form is covered in this course. Exemplary motion pictures are viewed and examined with special attention to film technique, thematic content, and aesthetic values.
Rationale for ENG 015 – Introduction to Film Analysis – 3.00 Unit(s)
The course has been revised to add a DE Addendum.

ENG 048 – Introduction to Shakespeare
3.00 Unit(s)
Grade Options: Pass/No Pass Option

Introduction to Shakespeare is a study of selected plays and sonnets. The course emphasizes detailed analysis of representative tragic, comedic, romance, and history plays, as well as the cultural contexts, dramatic conventions, poetics, and critical theory relevant to understanding Shakespeare's works. The course also focuses on critical analysis of issues including, but not limited to gender, sexuality, and race as they are represented in both source material and literary criticism.

Rationale for ENG 048 – Introduction to Shakespeare – 3.00 Unit(s)
The course has been revised to add a DE addendum.

ENG 905AC – Accelerated Essay Writing
6.00 Unit(s)
Grade Options: Pass/No Pass Option
Prerequisite: Completion of the Mission College Assistance Tool prior to registration.

Concentration is on the writing and revision process, academic essays and introduction to research skills. The course qualifies students for English 001A.

Rationale for ENG 905AC – Accelerated Essay Writing – 6.00 Unit(s)
The course has been revised to add a DE addendum.

ENGLISH AS A SECOND LANGUAGE

ESL 940GW – Low Intermediate Grammar and Writing
5.00 Unit(s)
Grade Options: Pass/No Pass Option
Prerequisite: Recommended placement on the ESL Assessment Tool.

This course develops basic writing and grammar skills of standard written English at the low intermediate level. The course focuses on the study and practice of simple and
compound sentences including modification with adjectives, adverbs, and noun phrases, present, past and future verb tenses, articles, prepositions, spelling and punctuation.

**Rationale for ESL 940GW – Low Intermediate Grammar and Writing – 5.00 Unit(s)**
The course has been revised to add a DE addendum and to change wording of prerequisite to "Recommended placement on the ESL Assessment Tool".

---

**ESL 940RV – Low Intermediate Reading and Vocabulary**
3.00 Unit(s)
Grade Options: Pass/No Pass Option
Prerequisite: Recommended placement on the ESL Assessment Tool.

This class emphasizes vocabulary expansion and comprehension of short texts including finding main ideas and details. The vocabulary focus is on word forms and families, determining meaning for words in context, usage rules, and introduction of the use of basic affixes in the prediction of meaning. The relationship of meaning and grammatical form is introduced. Students develop dictionary skills using a monolingual English dictionary.

**Rationale for ESL 940RV – Low Intermediate Reading and Vocabulary – 3.00 Unit(s)**
The course has been revised to add a DE addendum and to change wording of prerequisite to "Recommended placement on the ESL Assessment Tool".

---

**ESL 970LS – Advanced Listening and Speaking**
3.00 Unit(s)
Grade Options: Pass/No Pass Option
Prerequisite: ESL 960LS or recommended placement on the ESL Assessment Tool.

Advanced ESL students receive guidance and extensive practice in listening and speaking in academic and professional settings. Listening focuses on understanding spoken English in formats such as college lectures, news broadcasts, TV and film dialogue and song lyrics. Students are exposed to various speaking styles. Students are exposed to academic and idiomatic forms of English. Note-taking tasks reinforce aural comprehension and focus on recognizing organizational patterns and outlining main ideas.
Rationale for ESL 970LS – Advanced Listening and Speaking – 3.00 Unit(s)
The course has been revised to add a DE addendum and to change wording of prerequisite to "Recommended placement on the ESL Assessment Tool".

GRAPHIC DESIGN & MULTIMEDIA

GDS 055A – Design Agency and Branding
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This intermediate-level course is designed to increase the skills and abilities needed by students in the real-world environment of the design industry, with an emphasis on developing advertising campaigns and promoting brand awareness. The course includes project-based exploration of creative ideas in logo design, concept work, layout, advertising, and more. The students, with active faculty involvement and supervision, work on real-world projects responding to design needs of clients.

Rationale for GDS 055A – Design Agency and Branding – 3.00 Unit(s)
The course has been revised to add a DE addendum.

HEALTH OCCUPATIONS

HOC 002 – Cardiopulmonary Resuscitation
0.50 Unit(s)
Grade Options: Pass/No Pass Option

The course is designed to prepare the student to provide mouth-to-mouth rescue breathing and closed chest heart compression (Basic Life Support) to a victim of sudden death. This course is taught according to guidelines of the American Heart Association. AHA CPR/AED course completion cards are issued to students who successfully meet course objectives. The student is required to read the textbook "BLS for Healthcare Providers" prior to attending class.

Rationale for HOC 002 – Cardiopulmonary Resuscitation – 0.50 Unit(s)
The course has been revised to add a DE addendum.

HOC 003 – Emergency/Disaster Preparedness for Allied Health Professionals
0.50 Unit(s)
Grade Options: Pass/No Pass Option

The course is designed to assist allied health workers in assessing and developing plans for emergency and disaster situations in the home, community agency or clinical setting. Note: The student must purchase and read the textbook prior to the start of the class.

Rationale for HOC 003 – Emergency/Disaster Preparedness for Allied Health Professionals – 0.50 Unit(s)
The course has been revised to add a DE addendum.

HOC 004 – First Aid and CPR
0.50 Unit(s)
Grade Options: Pass/No Pass Option

The American Heart Association (HeartSavers) CPR/AED and First Aid course is a training program to prepare individuals to respond to life-threatening emergencies and to injuries and sudden illness that may arise in the workplace and in the community. This course covers CPR for adults, children and infants and the use of AEDs (automated external defibrillators), and has scenarios to facilitate discussion of appropriate care in first aid emergencies. Successful participants receive an American Heart Association Adult/Child/Infant CPR, AED and First-Aid certificate.

Rationale for HOC 004 – First Aid and CPR – 0.50 Unit(s)
The course has been revised to add a DE addendum.

HOC 019F – Home Health Aide Fundamentals
1.50 Unit(s)
Grade Options: Grade Only
Corequisite: HOC 019G

This course introduces the Certified Nurse Assistant (CNA) to the basic concepts of home care nursing. Students learn entry-level skills for employment as a home health aide. Successful completion of this course along with HOC 019G provides eligibility for a California Home Health Aide (HHA) certificate.

Rationale for HOC 019F – Home Health Aide Fundamentals – 1.50 Unit(s)
The course has been revised to add a DE addendum.
**HOC 019G – Home Health Aide Clinical**
0.50 Unit(s)
Grade Options: Pass/No Pass Only
Corequisite: HOC 019F

This clinical practicum provides the student with experience in basic nursing skills in a skilled nursing facility/home setting. Students who successfully complete this course along with HOC 019F are eligible to apply for the California Home Health Aide Certificate.

**Rationale for HOC 019G – Home Health Aide Clinical – 0.50 Unit(s)**
The course has been revised to add a DE addendum.

**HOC 024 – Pharmacology A**
1.00 Unit(s)
Grade Options: Grade Only
Prerequisite: HOC 028, PSY 012
Co-Requisite: HOC 022, HOC 023A, HOC 023B, HOC 023C, HOC 025A, HOC 025B, HOC 026A, HOC 026B, HOC 027

This beginning course in pharmacology presents the vocational nursing and psychiatric technician student with the basic principles of pharmacology. The emphasis is on defining pharmacological agents, the use of reference books, and the nursing implications in pharmacological therapy. The course covers the uses of pharmacological agents, precautions for use, side effects, medication interactions, contraindications, and patient teaching for safe and proper pharmacological agent use for patients with disorders of the musculoskeletal, neurological, neurosensory, and reproductive systems.

**Rationale for HOC 024 – Pharmacology A – 1.00 Unit(s)**
The course has been revised to add a DE addendum.

**HOC 025A – Fundamentals Skills/Simulation Lab**
1.00 Unit(s)
Grade Options: Pass/No Pass Only
Co-Requisite: HOC 022, HOC 023A, HOC 023B, HOC 024, HOC 026A, HOC 027, HOC 028
This course allows the beginning vocational nursing student the opportunity to integrate the concepts of the nursing process, clinical reasoning, nursing theory, and nursing skills in a laboratory setting which simulates the clinical experience. Focus is placed on developing competence in performing basic nursing procedures and skills through practice on manikins, return demonstration of skills and participation in simulated clinical scenarios aimed to meet the needs of the medical-surgical and geriatric patients with musculoskeletal, neurological, neurosensory, reproductive and mental health disorders in inpatient and outpatient settings.

**Rationale for HOC 025A – Fundamentals Skills/Simulation Lab – 1.00 Unit(s)**
The course has been revised to add a DE addendum.

**HOC 025B – Fundamentals Skills/Simulation Lab**
1.00 Unit(s)
Grade Options: Pass/No Pass Only
Prerequisite: PSY 012
Co-Requisite: HOC 022, HOC 023A, HOC 023B, HOC 023C, HOC 024, HOC 026B, HOC 027

This course allows the beginning psychiatric technician student the opportunity to integrate the concepts of the nursing process, clinical reasoning, nursing theory, and nursing skills in a laboratory setting which simulates the clinical experience. Focus is placed on developing competence in performing basic nursing procedures and skills through practice on manikins, return demonstration of skills and participation in simulated clinical scenarios aimed to meet the needs of the medical-surgical and geriatric patients with musculoskeletal, neurological, neurosensory, reproductive and mental health disorders in inpatient and outpatient settings.

**Rationale for HOC 025B – Fundamentals Skills/Simulation Lab – 1.00 Unit(s)**
The course has been revised to add a DE addendum.

**HOC 032 – Care of Obstetrical and Neonatal Patients**
2.00 Unit(s)
Grade Options: Grade Only
Co-Requisite: HOC 033A, HOC 033B, HOC 034, HOC 035A, HOC 036A, NTR 015 or NTR 040
This course is designed to educate the vocational nursing student about their role in providing care as a member of the healthcare team in meeting the needs of patients during pregnancy, in labor and delivery, and during the postpartum periods. This course focuses on the intermediate level concepts of the nursing process as it relates to the child-bearing family, including the care of neonates. This course includes assessing, developing, implementing and evaluating a plan of care that respects the individual's cultural and ethnic child-bearing beliefs that have an impact on the mother and family. The course includes 3.5 hours of relevant pharmacology content.

Rationale for HOC 032 – Care of Obstetrical and Neonatal Patients – 2.00 Unit(s)
The course has been revised to add a DE addendum.

HOC 034 – Pharmacology B
1.00 Unit(s)
Grade Options: Grade Only

This is an intermediate continuation course in pharmacology that presents the basic principles of pharmacology to the vocational nursing and psychiatric technician student. The emphasis is on defining pharmacological agents and analyzing the nursing implications in pharmacological therapy. The course covers the uses of pharmacological agents, precautions for use, side effects, medication interactions, contraindications, and patient teaching for safe and proper pharmacological agents use for patients with disorders of the cardiac, vascular, respiratory and urinary systems.

Rationale for HOC 034 – Pharmacology B – 1.00 Unit(s)
The course has been revised to add a DE addendum.

HOC 035B – Int. Skills/Simulation Lab
1.00 Unit(s)
Grade Options: Pass/No Pass Only
Co-Requisite: HOC 033A, HOC 033C, HOC 033D, HOC 034, HOC 036B, PSY 001

This course allows the intermediate psychiatric technician student the opportunity to integrate the concepts of the nursing process, clinical reasoning, nursing theory, and nursing skills in a laboratory setting which simulates the clinical experience. Focus is placed on developing competence in performing basic nursing procedures and skills
through practice on mannikins and providing return demonstration of skills and participation in simulated clinical scenarios. These scenarios are aimed to meet the needs of the medical-surgical and geriatric patients with respiratory, cardiac, vascular, urinary, and mental health disorders and developmental disabilities in inpatient and outpatient settings.

**Rationale for HOC 035B – Int. Skills/Simulation Lab – 1.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**HOC 044 – Pharmacology C**
1.00 Unit(s)
Grade Options: Grade Only
Co-Requisite: HOC 042, HOC 043A, HOC 043B, HOC 043C, HOC 043D, HOC 045A, HOC 045B, HOC 046A, HOC 046B, HOC 047, NTR 015 or NTR 040, PSY 012

This is a continuation course in pharmacology designed to assist the psychiatric technician and vocational nursing student with the principles of pharmacology. Emphasis is on defining pharmacological agents, classes, precautions for use, side effects, medication interactions, contraindications, and patient teaching for safe and proper pharmacological agents used for patients with disorders of the endocrine, hematologic, integumentary, and gastrointestinal systems and for pediatric clients.

**Rationale for HOC 044 – Pharmacology C – 1.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**HOC 050 – Role Transition LVN to RN**
2.00 Unit(s)
Grade Options: Pass/No Pass Only
Corequisite: HOC 050A

This course is designed to prepare the licensed vocational nurse for entry into an associate degree nursing (ADN) program. The course includes topics such as nursing process, role change, research skills, teaching-learning principles and development of the teaching role. The course content focuses on competencies expected of the graduate ADN such as critical thinking skills, review of medical-surgical nursing, pharmacology and medication calculations) to prepare the student for success in an ADN program. Students must achieve 75% overall in order to pass the course.
Rationale for HOC 050 – Role Transition LVN to RN – 2.00 Unit(s)
The course has been revised to add a DE addendum.

HOC 050A – Role Transition Clinical
1.00 Unit(s)
Grade Options: Pass/No Pass Only
Corequisite: HOC 050

This course involves directed clinical experiences in a simulated acute hospital and simulated community healthcare agencies that provide services for perioperative and medical/surgical clients. Through the use of the nursing process, the student provides care, teaching, support and rehabilitation to perioperative and medical/surgical clients. Emphasis is on the role of the registered nurse caring for clients with acute and chronic problems. Students must achieve 75% overall in order to pass the course.

Rationale for HOC 050A – Role Transition Clinical – 1.00 Unit(s)
The course has been revised to add a DE addendum.

HOC 051 – Community Mental Health Nursing
2.00 Unit(s)
Grade Options: Grade Only
Prerequisite: HOC 050, HOC 050A.
Corequisite: HOC 052, HOC 053, HOC 054.

This course is designed to present mental health principles to assist the RN nursing student in developing an increased understanding of human behavior in the areas of anxiety disorders, psychiatric disorders, chemical dependency, personality disorders, domestic violence and sexual assault issues. Instruction regarding the application of therapeutic communication skills, psychopharmacological concepts and mental status assessment skills is also emphasized with the discussion of the above issues. This course is designed to provide theoretical and clinical approaches in providing nursing care to individuals of varying ages, with complex health care needs in the community setting. Students must achieve 75% overall in order to pass the course.

Rationale for HOC 051 – Community Mental Health Nursing – 2.00 Unit(s)
The course has been revised to add a DE addendum.
**HOC 052 – Intermediate Medical-Surgical Nursing Theory**
3.00 Unit(s)
Grade Options: Grade Only
Prerequisite: HOC 050, HOC 050A
Co-Requisite: HOC 051, HOC 053, HOC 054

This course provides the student with the opportunity to synthesize and correlate nursing knowledge and skills necessary in the provision of care to multiple patients who have complex, multi-system illnesses. The focus is for the students to learn to identify and anticipate patient needs and priorities, and evaluate outcomes of care. The nursing care of adult and geriatric clients with acute and chronic illnesses is addressed, in addition to integrating and practicing associated psycho-motor skills. Students must earn 75% or better overall in course assignments to earn a passing grade in this course.

**Rationale for HOC 052 – Intermediate Medical-Surgical Nursing Theory – 3.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**HOC 053 – Introduction to Clinical Judgement**
1.00 Unit(s)
Grade Options: Pass/No Pass Only
Prerequisite: HOC 050, HOC 050A
Corequisite: HOC 051, HOC 052, HOC 054

This course allows the registered nursing student to integrate the concepts of critical thinking, critical reasoning, nursing theory, and nursing skills in a laboratory setting which simulates the clinical experience. This course integrates nursing theory and clinical learning experiences through the use of case studies, clinical narratives, participation in clinical simulation scenarios with computerized manikins, and class discussion. This simulated clinical experience enhances the student’s nursing theory course classroom learning. The emphasis is on the role of the registered nurse caring for acute medical-surgical and geriatric patients with acute and chronic problems in the nursing simulation lab. Emphasis is on developing competence in critical thinking and in leadership skills.

**Rationale for HOC 053 – Introduction to Clinical Judgement – 1.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**HOC 054 – Intermediate Clinical Practicum**
4.00 Unit(s)
This course provides the nursing student with directed clinical experiences in acute care hospitals and a variety of community healthcare agencies for adult and geriatric patients/clients. The nursing student provides comprehensive, holistic patient/client care and teaching to assist the individuals who have acute or chronic illness in the medical-surgical and mental health/psychiatric settings to meet their health needs while incorporating the standards of professional practice and the Neuman Systems Model.

**Rationale for HOC 054 – Intermediate Clinical Practicum – 4.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**HOC 060 – Advanced Maternal – Child Nursing**
2.00 Unit(s)
Grade Options: Grade Only
Prerequisite: HOC 050, HOC 050A, HOC 051, HOC 052, HOC 053, HOC 054
Co-Requisite: HOC 061, HOC 062, HOC 064

This course focuses on the nursing process as it relates to the child-bearing and child-rearing family. The nurse’s roles of provider, manager of care, and member of the profession are explored in meeting the needs of patients in labor and delivery, mother-baby, and pediatrics. This course focuses on assessing, developing, implementing and evaluating a plan of care that respects the individual’s cultural and ethnic child-bearing and child-rearing beliefs that have an impact on the hospitalized child and family. Simulated practice of nursing skills in a nursing simulation laboratory is required.

**Rationale for HOC 060 – Advanced Maternal – Child Nursing – 2.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**HOC 061 – Advanced Medical-Surgical Nursing Theory**
3.00 Unit(s)
Grade Options: Grade Only
Prerequisite: HOC 050, HOC 050A, HOC 051, HOC 052, HOC 053, HOC 054
Corequisite: HOC 060, HOC 062, HOC 064
This course focuses on advanced application of the nursing process in the care of critically ill adult and geriatric patients. The students have an opportunity to integrate and apply previously learned skills and knowledge from all areas of nursing practice. Content includes leadership theory and application, delegation, priorities, and time management.

**Rationale for HOC 061 – Advanced Medical-Surgical Nursing Theory – 3.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**HOC 062 – Leadership and Ethics**
1.00 Unit(s)
Grade Options: Grade Only
Prerequisite: HOC 050, HOC 050A, HOC 051, HOC 052, HOC 053, HOC 054
Corequisite: HOC 060, HOC 061, HOC 064

This course introduces principles of leadership and supervision as they apply to the registered nurse. The focus is on the role of the registered nurse as a member of the health care team and supervisor of vocational nurses and unlicensed health care team caregivers. Students address basic ethical concepts, justification, principles, and reasoning and apply them to ethical issues and cases involving professionalism, confidentiality, veracity, paternalism, and informed consent in the context of nursing situations.

**Rationale for HOC 062 – Leadership and Ethics – 1.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**HOC 064 – Advanced Clinical Practicum**
5.00 Unit(s)
Grade Options: Pass/No Pass Only
Prerequisite: HOC 050, HOC 050A, HOC 051, HOC 052, HOC 053, HOC 054
Corequisite: HOC 060, HOC 061, HOC 062

This course provides the nursing student with directed clinical experiences for maternal-child and pediatric patient/clients as well as adult and geriatric patients/clients in acute care hospitals and a variety of community healthcare agencies. The nursing student provides comprehensive, holistic patient/client care and teaching to assist the individuals who have acute or chronic illness in the medical-surgical setting as well as provide maternal-child nursing care for patients in labor and delivery, mother-baby,
pediatrics settings to meet their health needs while incorporating the standards of professional practice and the Neuman Systems Model.

**Rationale for HOC 064 – Advanced Clinical Practicum – 5.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**HOC 905 – Math for Health Occupations**
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is an introduction to math calculations for health occupations students. It provides the learner with the opportunity to explore the math functions within the health field. Students become competent with performing accurate calculations for the delivery of medications.

**Rationale for HOC 905 – Math for Health Occupations – 1.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**HUMANITIES**

**HUM 001A – Human Values in and From the Arts**
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is an integrated, interdisciplinary survey of the art, history, literature, music, religion and philosophy of the Western world from ancient Greek and Roman times through the Medieval period. The class consists of illustrated lectures and discussions. A field trip to a museum, theater performance or concert is required.

**Rationale for HUM 001A – Human Values in and From the Arts – 3.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**HUM 001B – Human Values in and From the Arts**
3.00 Unit(s)
Grade Options: Pass/No Pass Option
This course is an integrated, interdisciplinary survey of the art, music, literature, history, religion and philosophy of the Western world from Renaissance to modern times. The course consists of illustrated lectures and discussions. A field trip to a museum, theater performance, or concert is required.

**Rationale for HUM 001B – Human Values in and From the Arts – 3.00 Unit(s)**
The course has been revised to add a DE addendum.

**HUM 015 – Introduction to Film Analysis**
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This course introduces critical analysis of film as a literary art form, with emphasis on classic cinema. Exemplary motion pictures are viewed and examined with special attention to film technique, thematic content, and aesthetic values. (Co-listed as ENG 015).

**Rationale for HUM 015 – Introduction to Film Analysis – 3.00 Unit(s)**
The course has been revised to add a DE addendum.

**HUM 018 – African-American Culture and Humanities**
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is designed to provide the student with an overview of the humanities through the culture and life experiences of African-Americans. Content focuses on significant themes such as literary expressions, dance, folklore, music, religion, theater, visual arts, and philosophical thought. The course provides an examination of the economic, historic, and social forces that have inspired creativity among African-Americans.

**Rationale for HUM 018 – African-American Culture and Humanities – 3.00 Unit(s)**
The course has been revised to add a DE addendum.

**HUM 018H – African-American Culture and Humanities - Honors**
3.00 Unit(s)
Grade Options: Pass/No Pass Option
This honors course is designed to provide the student with an overview of the humanities through the culture and life experiences of African-Americans. Content focuses on significant themes such as literary expressions, dance, folklore, music, religion, theater, visual arts, and philosophical thought. The course provides an examination of the economic, historic, and social forces that have inspired creativity among African-Americans. Students may not receive credit for both HUM 018 and HUM 018H. Enrollment in the Honors Transfer Project is required.

**Rationale for HUM 018H – African-American Culture and Humanities - Honors – 3.00 Unit(s)**
The course has been revised to add a DE addendum.

**HUM 020 – Asian Roots and Culture**
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This course provides an introduction and overview to the lands, peoples, languages and cultures of Asia beginning with the prehistoric times and continuing to the present. Emphasis is placed on understanding the Asian world view. Aspects of culture and values reflected in art, literature, philosophy/religion, and music are examined.

**Rationale for HUM 020 – Asian Roots and Culture – 3.00 Unit(s)**
The course has been revised to add a DE addendum.

**HUM 022 – Introduction to Islam**
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This course provides an introduction to Islam as a religious system focusing on its culture, history, origins, values, and basic sources.

**Rationale for HUM 022 – Introduction to Islam – 3.00 Unit(s)**
The course has been revised to add a DE addendum.

**HUM 024 – The Asian-American Experience**
3.00 Unit(s)
Grade Options: Pass/No Pass Option
The Asian-American Experience is a multi-disciplinary survey course that introduces students to the historical and contemporary experiences of different groups of Asian-Americans including the Chinese, Indian, Japanese, Korean, Filipino, Vietnamese, and Pacific Islander communities. Students will read, view, and discuss materials related to topics such as class, exclusion, gender, immigration, imperialism, language, race, sexuality, social identity and other issues related to Asian-American life including cultural expression through various art forms.

Rationale for HUM 024 – The Asian-American Experience – 3.00 Unit(s)
The course has been revised to add a DE addendum and to update the Faculty disciplines.

HUM 030 – Cultural Studies
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This course exposes students to the cultures and civilizations of different countries around the world. Through field trips to foreign countries, students learn about the art, customs, food, language, music, and daily life of people in other cultures. Students practice language skills acquired in foreign language courses.

Rationale for HUM 030 – Cultural Studies – 3.00 Unit(s)
The course has been revised to add a DE addendum.

KINESIOLOGY

KIN 001A – Adapted Weight Training
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is designed for students with verifiable disabilities. A personalized exercise plan (PEP) is developed to meet each student’s needs. Focus is on increasing overall muscular strength and endurance based on each individual’s ability.

Rationale for KIN 001A – Adapted Weight Training – 1.00 Unit(s)
The course has been revised to add a DE addendum.
**KIN 001C – Adapted Aerobics**
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is designed to introduce skills needed for daily cardiovascular activity for students with verifiable disabilities through the use of aerobic exercise. Exercises performed develop the cardiovascular system and enable students to function more efficiently and effectively within their own abilities. Appropriate low and mid impact aerobics are developed collaboratively with the instructor to meet each student's needs.

**Rationale for KIN 001C – Adapted Aerobics – 1.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**KIN 014A – Volleyball - Introduction**
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is designed to introduce students to the fundamental skills of volleyball. Players learn to serve, pass, set and employ the basic strategies of the game.

**Rationale for KIN 014A – Volleyball - Introduction – 1.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**KIN 014C – Volleyball - Intermediate**
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is designed to enhance the fundamental skills of volleyball and add jump-servicing hitting, swing-blocking, setting, and tipping to the players' repertoire. Players work on improving the depth and accuracy of their skills while employing specific strategies of the game.

**Rationale for KIN 014C – Volleyball - Intermediate – 1.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**KIN 014D – Volleyball - Advanced**
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is designed to enhance the fundamental skills of volleyball and add jump-serving hitting, swing-blocking, jump-setting and tipping techniques to the players' repertoire. Players work on fine tuning the depth and accuracy of their skills while employing specific, advanced strategies of the game.

**Rationale for KIN 014D – Volleyball - Advanced – 1.00 Unit(s)**

The course has been revised to add a DE addendum.

---

**KIN 015A – Basketball - Introduction**

1.00 Unit(s)

Grade Options: Pass/No Pass Option

This course is designed to teach the basic rules, skills, techniques and history of basketball. Drills are included to develop or enhance shooting, passing, rebounding, and defensive footwork. Scrimmages are utilized to develop team play concepts.

**Rationale for KIN 015A – Basketball - Introduction – 1.00 Unit(s)**

The course has been revised to add a DE addendum.

---

**KIN 015B – Basketball - Beginning**

1.00 Unit(s)

Grade Options: Pass/No Pass Option

This course is designed to teach the basic skills and techniques of basketball. Building upon skills learned in KIN 015A, drills are used to develop or enhance shooting, passing, rebounding, and defensive skills. Scrimmages are utilized to develop team play concepts.

**Rationale for KIN 015B – Basketball - Beginning – 1.00 Unit(s)**

The course has been revised to add a DE addendum.

---

**KIN 015C – Basketball - Intermediate**

1.00 Unit(s)

Grade Options: Pass/No Pass Option
This course is designed to teach the intermediate skills and techniques of basketball. Building upon skills learned in KIN 015B, drills are used to develop and enhance shooting, passing, rebounding, and defensive skills. Scrimmages are utilized to develop team play concepts.

Rationale for KIN 015C – Basketball - Intermediate – 1.00 Unit(s)
The course has been revised to add a DE addendum.

KIN 015D – Basketball - Advanced
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is designed to teach the advanced skills and techniques of basketball. Building upon skills learned in KIN 015C, drills are used to develop and enhance shooting, passing, rebounding, advanced footwork, and ball-handling skills. Scrimmages are utilized to develop team play concepts.

Rationale for KIN 015D – Basketball - Advanced – 1.00 Unit(s)
The course has been revised to add a DE addendum.

KIN 020A – Badminton - Introduction
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This course introduces the student to the fundamentals and strategies of the game of badminton. The main emphasis of this course is on basic skills, drills and the rules of badminton.

Rationale for KIN 020A – Badminton - Introduction – 1.00 Unit(s)
The course has been revised to add a DE addendum.

KIN 020B – Badminton - Beginning
1.00 Unit(s)
Grade Options: Pass/No Pass Option
This course continues the development of the fundamental skills and strategies of the game of badminton. The main emphasis of this course is to refine the technique and improve the proficiency of the basic skills of the game.

**Rationale for KIN 020B – Badminton - Beginning – 1.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**KIN 020C – Badminton - Intermediate**
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This course introduces the student to the intermediate skills and strategies of the game of badminton. The main emphasis of this course is on drills, finesse shots, shot placement, court position, and singles and doubles strategy.

**Rationale for KIN 020C – Badminton - Intermediate – 1.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**KIN 020D – Badminton - Advanced**
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This course introduces the student to the advanced skills and strategies of the game of badminton. The main emphasis of this course is on drills, finesse shots, shot placement, court position, and singles and doubles strategy.

**Rationale for KIN 020D – Badminton - Advanced – 1.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**KIN 021A – Tennis - Introduction**
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is designed to teach the fundamentals of tennis to students. Mastery of these skills enables students to progress to the next level of tennis.
Rationale for KIN 021A – Tennis - Introduction – 1.00 Unit(s)
The course has been revised to add a DE addendum.

KIN 021B – Tennis - Beginning
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is designed to improve the basic fundamentals of tennis. Repetition of these skills will enable the student to improve and progress to the next level. Singles and doubles strategies will become more evident as the player becomes more consistent.

Rationale for KIN 021B – Tennis - Beginning – 1.00 Unit(s)
The course has been revised to add a DE addendum.

KIN 021C – Tennis - Intermediate
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is designed to develop skill and knowledge of the game of tennis at an intermediate level. Students will develop the use of spin and shot placement. Singles and doubles play are encouraged.

Rationale for KIN 021C – Tennis - Intermediate – 1.00 Unit(s)
The course has been revised to add a DE addendum.

KIN 021D – Tennis - Advanced
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This course provides the student with the opportunity for further mastery of specific tennis skills and strategies at an advanced level.

Rationale for KIN 021D – Tennis - Advanced – 1.00 Unit(s)
The course has been revised to add a DE addendum.

KIN 021E – Tennis - Tournament
This course is designed for the student who has played or desires to play tournament tennis. Advanced skills and strategy are reviewed and practiced to increase mastery for tournament play.

**Rationale for KIN 021E – Tennis – Tournament – 2.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**KIN 021F – Tennis – Doubles Strategies and Play**
1.50 Unit(s)
Grade Options: Pass/No Pass Option

Students are instructed in the basic skills of doubles for the sport of tennis. Rules of play, strategies, and skill development for doubles are emphasized.

**Rationale for KIN 021F – Tennis – Doubles Strategies and Play – 1.50 Unit(s)**
The course has been revised to add a DE addendum.

---

**KIN 030A – Pilates Matwork - Introduction**
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is an introduction to Joseph Pilates’ Physical Mind Conditioning Method. The matwork provides the ideal physical fitness for the attainment and maintenance of a uniformly developed body and sound mind. The study of Pilates improves flexibility, strength and breathing techniques.

**Rationale for KIN 030A – Pilates Matwork - Introduction – 1.00 Unit(s)**
The course was revised to add a DE addendum.

---

**KIN 030B – Pilates Matwork - Beginning**
1.00 Unit(s)
Grade Options: Pass/No Pass Option
This course is the study and practice of Joseph Pilates’ Physical Mind Conditioning Method at a beginning level. Through the study of matwork, the student improves physical well-being including flexibility, strength and breathing techniques.

**Rationale for KIN 030B – Pilates Matwork - Beginning – 1.00 Unit(s)**
The course was revised to add a DE addendum.

---

**KIN 032A – Cardio and Core Fitness - Introduction**
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is designed for students to satisfy the needs for cardiovascular activity including developing and maintaining cardiovascular fitness through the use of continuous aerobic movements. Students will engage in a comprehensive fitness program which includes aerobic activity, core strengthening exercises that help develop agility, improve coordination, and increase core and overall body strength.

**Rationale for KIN 032A – Cardio and Core Fitness - Introduction – 1.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**KIN 032B – Cardio and Core Fitness - Beginning**
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This is a beginning level course is designed for students to satisfy the needs for cardiovascular activity including maintaining and improving cardiovascular fitness through the use of continuous aerobic movements. Students will engage in a comprehensive fitness program which includes aerobic activity, core strengthening exercises that help develop agility, improve coordination, and increase core and overall body strength.

**Rationale for KIN 032B – Cardio and Core Fitness - Beginning – 1.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**KIN 032C – Cardio and Core Fitness - Intermediate**
1.00 Unit(s)
Grade Options: Pass/No Pass Option
This is an intermediate level course is designed for students to satisfy the needs for cardiovascular activity including developing and maintaining cardiovascular fitness through the use of continuous aerobic movements. Students will engage in a comprehensive fitness program which includes aerobic activity, core strengthening exercises that help develop agility, improve coordination, and increase core and overall body strength.

**Rationale for KIN 032C – Cardio and Core Fitness - Intermediate – 1.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**KIN 032D – Cardio and Core Fitness - Advanced**
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This advanced level course is designed for students to satisfy the needs for cardiovascular activity including maintaining and improving cardiovascular fitness through the use of continuous aerobic movements. Students will engage in a comprehensive fitness program which includes aerobic activity, core strengthening exercises that help develop agility, improve coordination, and increase core and overall body strength.

**Rationale for KIN 032D – Cardio and Core Fitness - Advanced – 1.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**KIN 033A – Kickboxing Fitness - Introduction**
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This course introduces the student to kickboxing for aerobic fitness. Basic punches, kicks, and stances are taught. Techniques are taken from boxing, karate, and tai chi as ways to improve cardiovascular fitness.

**Rationale for KIN 033A – Kickboxing Fitness - Introduction – 1.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**KIN 033B – Kickboxing Fitness - Beginning**
1.00 Unit(s)
Grade Options: Pass/No Pass Option

Students build upon the kickboxing movements learned in KIN 033A, with an emphasis on proper body alignment and a more advanced level of cardiovascular fitness. Techniques are from boxing, karate, and tai chi as ways to improve overall fitness.

**Rationale for KIN 033B – Kickboxing Fitness - Beginning – 1.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**KIN 033C – Kickboxing Fitness - Intermediate**
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This course advances students’ kickboxing skills for aerobic fitness. Basic punches, kicks and stances are taught. Techniques are taken from boxing, karate, and tai chi as ways to improve cardiovascular fitness.

**Rationale for KIN 033C – Kickboxing Fitness - Intermediate – 1.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**KIN 038B – Lower Body Conditioning – Beginning**
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is designed to improve middle and lower extremity muscular strength, condition, and shape for the beginning level of lower body conditioning. The student participates in a program with specialized exercises that are designed to only work the gluteal, legs, and abdominal areas. Information is presented to increase student understanding of muscular and cardiovascular principles for conditioning. Health and nutritional/diet issues are also addressed. Strength testing and body composition measurements are performed to monitor progress.

**Rationale for KIN 038B – Lower Body Conditioning – Beginning – 1.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**KIN 038C – Lower Body Conditioning – Intermediate**
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is designed to improve middle and lower extremity muscular strength, condition, and shape at the intermediate level. The student participates in a program with specialized exercises that are designed to only work the gluteal, legs, and abdominal areas. Information is presented to increase student understanding of muscular and cardiovascular principles for conditioning. Health and nutritional/diet issues are also addressed. Strength testing and body composition measurements are performed to monitor progress.

**Rationale for KIN 038C – Lower Body Conditioning – Intermediate – 1.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**KIN 038D – Lower Body Conditioning – Advanced**
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is designed to improve middle and lower extremity muscular strength, condition, and shape for the advanced level of lower body conditioning. The student participates in a program with specialized exercises that are designed to only work the gluteal, legs, and abdominal areas. Information is presented to increase student understanding of muscular and cardiovascular principles for conditioning. Health and nutritional/diet issues are also addressed. Strength testing and body composition measurements are performed to monitor progress.

**Rationale for KIN 038D – Lower Body Conditioning – Advanced – 1.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**KIN 038E – Lower Body Conditioning – Endurance Training**
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is designed for the introductory, intercollegiate level of lower body conditioning. Students improve core and lower extremity training through muscular strength, endurance training, and cardio conditioning.

**Rationale for KIN 038E – Lower Body Conditioning – Endurance Training – 1.00 Unit(s)**
The course has been revised to add a DE addendum.
**KIN 038F – Lower Body Conditioning – Speed Training**
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is designed to improve middle and lower extremity through speed training for the beginning intercollegiate level of lower body conditioning.

**Rationale for KIN 038F – Lower Body Conditioning – Speed Training – 1.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**KIN 038G – Lower Body Conditioning – Agility Training**
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is designed to improve core strength and lower extremity agility for lower body conditioning at the intermediate collegiate level.

**Rationale for KIN 038G – Lower Body Conditioning – Agility Training – 1.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**KIN 038J – Lower Body Conditioning – Plyometric Training**
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is designed to improve core and lower extremity strength through plyometric training and conditioning for the advanced intercollegiate level.

**Rationale for KIN 038J – Lower Body Conditioning – Plyometric Training – 1.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**KIN 041A – Ballet - Introduction**
1.00 Unit(s)
Grade Options: Pass/No Pass Option
This course is designed to introduce the student to the aesthetics, discipline, traditions, and historical background of classical ballet.

**Rationale for KIN 041A – Ballet - Introduction – 1.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**KIN 041B – Ballet - Beginning**
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is designed for beginning level dancers to practice the discipline of ballet including improving technique and performance skills. Historical background, traditions and etiquette are also covered.

**Rationale for KIN 041B – Ballet - Beginning – 1.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**KIN 041C – Ballet - Intermediate**
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is designed for intermediate level dancers to practice the discipline of ballet including improving technique, building strength, and developing higher level performance skills.

**Rationale for KIN 041C – Ballet - Intermediate – 1.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**KIN 041D – Ballet - Advanced**
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is designed for advanced level dancers to practice the discipline of ballet including perfecting technique and developing advanced level performance skills.

**Rationale for KIN 041D – Ballet - Advanced – 1.00 Unit(s)**
The course has been revised to add a DE addendum.
KIN 061A – Hatha Yoga - Introduction
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This class provides the student with an introduction to basic Hatha yoga poses with emphasis on form and body alignment. Balance, flexibility, and strength are emphasized in the yoga poses. Meditation and relaxation techniques are also introduced.

Rationale for KIN 061A – Hatha Yoga - Introduction – 1.00 Unit(s)
The course has been revised to add a DE addendum.

KIN 061B – Hatha Yoga - Beginning
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This class provides instruction and practice of yoga poses at a beginning level with an emphasis on balance, form, flexibility, strength, and body alignment. Meditation and relaxation techniques are also incorporated into the practice.

Rationale for KIN 061B – Hatha Yoga - Beginning – 1.00 Unit(s)
The course has been revised to add a DE addendum.

KIN 061C – Hatha Yoga - Intermediate
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This class provides instruction in the physical practice of yoga at an intermediate level. Balance, flexibility, and strength are emphasized within the physical practice. Meditation and relaxation techniques are also incorporated.

Rationale for KIN 061C – Hatha Yoga - Intermediate – 1.00 Unit(s)
The course has been revised to add a DE addendum.

KIN 061D – Hatha Yoga - Advanced
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This class emphasizes the physical practice of yoga at an advanced level. A prior yoga practice is strongly encouraged. Meditation and relaxation techniques are also incorporated.

Rationale for KIN 061D – Hatha Yoga - Advanced – 1.00 Unit(s)
The course has been revised to add a DE addendum.

KIN 063A – Hiking - Introduction
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This course introduces the student to basic hiking techniques as well as various hiking facilities in the local community. Proper warm-up and cool-down specifically for hiking is introduced. Students experience improved fitness levels through hiking.

Rationale for KIN 063A – Hiking - Introduction – 1.00 Unit(s)
The course has been revised to add a DE addendum.

KIN 063B – Hiking - Beginning
1.00 Unit(s)
Grade Options: Pass/No Pass Option

This course reviews basic hiking techniques, safety precautions, and introduces students to the challenges of moderate level hiking facilities in the local community. Proper warm-up and cool-down specifically related to hiking are covered.

Rationale for KIN 063B – Hiking - Beginning – 1.00 Unit(s)
The course has been revised to add a DE addendum.

KIN 083 – Volleyball – Intercollegiate Training
2.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is designed to further develop an experienced athlete to condition the body for endurance, flexibility, and strength training in order to compete as a women's varsity
volleyball athlete. It is recommended that students have prior experience in volleyball, and some knowledge of the conditioning practices associated with it.

**Rationale for KIN 083 – Volleyball – Intercollegiate Training – 2.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**KIN 089 – Intercollegiate Tennis - Women**
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is designed for female students interested in intercollegiate tennis competition. Practice consists of both mental and physical training.

**Rationale for KIN 089 – Intercollegiate Tennis - Women – 3.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**KIN 092 – Intercollegiate Tennis - Men**
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This course is designed for male students interested in competing for an intercollegiate tennis team.

**Rationale for KIN 092 – Intercollegiate Tennis - Men – 3.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**MATHEMATICS**

**MAT 000CM – Intermediate Algebra (MAPS)**
5.00 Unit(s)
Grade Options: Pass/No Pass Option
Prerequisite: Completion of the Mission College Placement Assistance Tool prior to registration.
Corequisite: MAT 00CMX

MAT 000CM is the second course in the MAPS Algebra sequence that will prepare students to meet the math requirement for the associate degree. The MAPS program is
designed for the student who has had difficulty in mathematics. Extended classroom hours in this sequence allow students to participate in various conceptual activities to build a stronger foundation in the fundamental concepts. Special attention is paid to presenting the material in various modalities to meet the needs of the students. Course topics include linear systems and inequalities, absolute value equations and inequalities, rational exponents, radicals, complex numbers, quadratic equations, graphical representations, functions and inverses, logarithmic and exponential functions, conic sections, sequences and series, and applied problems. Concurrent enrollment in MAT 00CMX is mandatory.

**Rationale for MAT 000CM – Intermediate Algebra (MAPS) – 5.00 Unit(s)**
The course has been revised to add a DE addendum.

**MAT 00CMX – Intermediate Algebra MAPS Extra**
3.00 Unit(s)
Grade Options: Pass/No Pass Only
Prerequisite: Completion of the Mission College Placement Assistance Tool prior to registration.
Corequisite: MAT 000CM

This lecture course is a corequisite for MAT 000CM. This course provides students with additional lecture time, and consequently additional required homework assignments, in order for them to fully engage and succeed in the enhanced and innovative learning strategies and activities used by the MAPS program.

**Rationale for MAT 00CMX – Intermediate Algebra MAPS Extra – 3.00 Unit(s)**
The course has been revised to add a DE addendum.

**MAT 000D – Trigonometry**
3.00 Unit(s)
Grade Options: Pass/No Pass Option
Prerequisite: MAT 000C or MAT 000CM or MAT 00CMX or High School Algebra II, or equivalent.

Course topics include graphs, complex numbers, circular functions, trigonometric functions, inverse trigonometric functions, radian measure, polar coordinates, trigonometric identities, vectors, and including applications to triangles.
MAT 000D – Trigonometry – 3.00 Unit(s)

The course has been revised to add a DE addendum.

MAT 000G – Mathematics for the Liberal Arts Student
4.00 Unit(s)
Grade Options: Pass/No Pass Option
Prerequisite: MAT 000C or MAT 000CM or MAT 00CMX or High School Algebra II, or equivalent.

This course fulfills the graduation competency requirement for associate degree and the general education requirement in mathematics for the CSU system. It introduces critical thinking techniques in areas of mathematics that include, but not limited to sequences and series, probability and statistics, countable and uncountable sets, cryptography and number theory, history of mathematics, mathematics in art and nature, the Pythagorean Theorem, and methods of proof, and game theory. There is an emphasis on general problem solving techniques as the class explores mathematics that may will be unfamiliar to most students, and communicate mathematics through class activities and write-ups.

Rationale for MAT 000G – Mathematics for the Liberal Arts Student – 4.00 Unit(s)
The course has been revised to add a DE addendum.

MAT 004A – Multivariable Calculus
4.00 Unit(s)
Grade Options: Pass/No Pass Option
Prerequisite: MAT 003B

This course is the third part of the three semester calculus sequence for math, physics and engineering majors. Students study and demonstrate knowledge and understanding of vectors in two and three dimensional space, vector-valued functions, calculus of functions for several variables, differentials, gradients, Lagrange Multipliers, multiple integrals, line integrals, and an introduction to Green's Theorem, Divergence Theorem, and Stokes' Theorem.

Rationale for MAT 004A – Multivariable Calculus – 4.00 Unit(s)
The course has been revised to add a DE addendum.

MAT 004C – Linear Algebra
4.00 Unit(s)
Grade Options: Pass/No Pass Option
Prerequisite: MAT 003B

The student studies and demonstrates knowledge and understanding of basic linear algebra and its applications. Topics include systems of linear equations and Gaussian elimination, determinants, matrices, vector spaces, transformations, eigenvalues and eigenvectors.

**Rationale for MAT 004C – Linear Algebra – 4.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**MAT 005 – Programming and Problem – Solving in MATLAB**
3.00 Unit(s)
Grade Options: Pass/No Pass Option
Prerequisite: MAT 003A or MAT 003AH or higher

This course utilizes the MATLAB environment to provide students with a working knowledge of computer-based problem-solving methods relevant to mathematics, science and engineering. Topics include procedural and object-oriented programming, two- and three-dimensional graphing, data import and export, curve fitting, recursion and applications in engineering, physics, and mathematics.

**Rationale for MAT 005 – Programming and Problem – Solving in MATLAB – 3.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**MAT 903M – Elementary Algebra (MAPS)**
5.00 Unit(s)
Grade Options: Pass/No Pass Option
Prerequisite: Completion of the Mission College Placement Assistance Tool prior to registration.
Corequisite: MAT 903MX

MAT 903M is the first course in the MAPS Algebra; it prepares students to meet the math requirement for the associate degree. The MAPS program is designed for the student who has had difficulty in mathematics. Extended classroom hours in this sequence allow students to participate in various conceptual activities to build a stronger foundation in
the fundamental concepts. Special attention is taken to present the material in various modalities to meet the needs of the students. Course topics include operations with real numbers; properties of real numbers and signed exponents; solving and graphing linear equations; solving linear inequalities; functions; factoring polynomials; solving quadratic equations by factoring; simplifying rational expressions; solving rational equations; applications of linear, quadratic, and rational equations; and working with scientific notation. Concurrent enrollment in MAT 903MX is mandatory.

Rationale for MAT 903M – Elementary Algebra (MAPS) – 5.00 Unit(s)  
The course has been revised to add a DE addendum.

MAT 903MX – Elementary Algebra MAPS Extra  
3.00 Unit(s)  
Grade Options: Pass/No Pass Only  
Prerequisite: Completion of the Mission College Placement Assistance Tool prior to registration.  
Corequisite: MAT 903M  

This lecture course is a co-requisite for MAT 903M. This course provides students with additional lecture time, and consequently additional required homework assignments, in order for them to fully engage and succeed in the enhanced and innovative learning strategies and activities employed by the MAPS program.

Rationale for MAT 903MX – Elementary Algebra MAPS Extra – 3.00 Unit(s)  
The course has been revised to add a DE addendum.

PHILOSOPHY  

PHI 003 – Introduction to Problems in Ethics  
3.00 Unit(s)  
Grade Options: Pass/No Pass Option  
Prerequisite: ENG 001A or ENG 001AX  

This course critically examines questions of value and obligation. Students explore prominent ethical theories, including Kantianism, the Utilitarians and virtue ethics. The student then applies these ethical theories to case studies, such as bioethics and environmental ethics. Much of the course is devoted to critical thinking and writing skills.
Rationale for PHI 003 – Introduction to Problems in Ethics – 3.00 Unit(s)
The course has been revised to add a DE addendum and to update the prerequisites.

PHYSICS

PHY 002A – General Physics – Mechanics and Thermodynamics
5.00 Unit(s)
Grade Options: Grade Only
Prerequisite: MAT 000D or higher.

This is the first lecture/lab course in physics for majors in subjects other than engineering or the physical sciences. Topics covered include Newton's laws of force, dynamics of rigid bodies, the concepts of potential and kinetic energy, momentum, thermodynamics, hydrodynamics, and wave motion. Analytical solutions of numerical problems at the trigonometric and algebraic level are emphasized.

Rationale for PHY 002A – General Physics – Mechanics and Thermodynamics – 5.00 Unit(s)
The course has been revised to add a DE addendum.

PHY 002B – General Physics – Electricity, Magnetism and Optics
5.00 Unit(s)
Grade Options: Grade Only
Prerequisite: PHY 002A

This lecture/lab course is a continuation of PHY 002A as a lecture/lab course with the study of electricity, magnetism, geometrical and wave optics and atomic physics.

Rationale for PHY 002B – General Physics – Electricity, Magnetism and Optics – 5.00 Unit(s)
The course has been revised to add a DE addendum.

PHY 004B – Engineering Physics – Electricity and Magnetism
4.00 Unit(s)
Grade Options: Grade Only
Prerequisite: MAT 003B, PHY 004A
This lecture/laboratory course is the second in the calculus-based engineering physics series. The course continues the concept of field theory and develops the concepts of Maxwell’s equations. Topics include: Coulomb’s Law, Gauss’ Law, Electric Potential, Biot-Savart Law, Ampere’s Law, and Faraday’s Law. Kirchoff’s Laws and AC circuits are introduced. Solutions to numerical and theoretical problems are emphasized at the calculus level.

**Rationale for PHY 004B – Engineering Physics – Electricity and Magnetism – 4.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**PHY 004C – Engineering Physics – Light and Heat**
4.00 Unit(s)
Grade Options: Grade Only
Prerequisite: MAT 003B, PHY 004A

This lecture/laboratory course is the third semester in the engineering physics series. The course content includes thermodynamics, geometrical and wave optics, atomic and modern physics. The dual nature of light is investigated in lecture and laboratory by the use of interference and diffraction effects. The laws of heat transfer, thermodynamics, and the Carnot cycle are covered. Numerical and theoretical solutions to problems are emphasized.

**Rationale for PHY 004C – Engineering Physics – Light and Heat – 4.00 Unit(s)**
The course has been revised to add a DE addendum.

---

**PHY 010 – Introduction to Physics**
4.00 Unit(s)
Grade Options: Grade Only
Prerequisite: MAT 903 or High School Algebra I, or equivalent.

This is a conceptual course in physics, including the development of fundamental concepts as applied to everyday phenomena, from a limited mathematical perspective, emphasizing verbal logic, critical analysis, and rational thought. The topics included in this course are mechanics, thermodynamics, electricity and magnetism, optics, and modern physics.
Rationale for PHY 010 – Introduction to Physics – 4.00 Unit(s)
The course has been revised to add a DE addendum.

PSYCHOLOGY

PSY 015 – Introduction to Research Methods
3.00 Unit(s)
Grade Options: Pass/No Pass Option

Prerequisite: MAT 010, PSY 001 or
Prerequisite: MAT 010H, PSY 001 or
Prerequisite: MAT 009, PSY 001 or
Prerequisite: SOC 016, PSY 001 or
Prerequisite: MAT 010, PSY 001H or
Prerequisite: MAT 010H, PSY 001H or
Prerequisite: MAT 009, PSY 001H or
Prerequisite: SOC 016, PSY 001H

This course surveys various psychological research methods with an emphasis on research design, experimental procedures, descriptive methods, instrumentation, and the collection, analysis, interpretation, and reporting of research data. Research design and methodology are examined through a review of research in a variety of sub-disciplines of psychology.

Rationale for PSY 015 – Introduction to Research Methods – 3.00 Unit(s)
The course has been revised to add a DE addendum.

PSY 015H – Introduction to Research Methods - Honors
3.00 Unit(s)
Grade Options: Pass/No Pass Option

Prerequisite: MAT 010, PSY 001 or
Prerequisite: MAT 010H, PSY 001 or
Prerequisite: MAT 009, PSY 001 or
Prerequisite: SOC 016, PSY 001 or
Prerequisite: MAT 010, PSY 001H or
Prerequisite: MAT 010H, PSY 001H or
Prerequisite: MAT 009, PSY 001H or
Prerequisite: SOC 016, PSY 001H

This honors course surveys various psychological research methods with an emphasis on research design, experimental procedures, descriptive methods, instrumentation, and the collection, analysis, interpretation, and reporting of research data. Research design and methodology are examined through a review of research in a variety of sub-disciplines of psychology. Students cannot get credit for both PSY015 and PSY015H. Enrollment in the Honors Program is required.

Rationale for PSY 015H – Introduction to Research Methods - Honors – 3.00 Unit(s)
The course has been revised to add a DE addendum.

SOCIOLOGY

SOC 016 – Introduction to Statistics in Social and Behavioral Sciences
3.00 Unit(s)
Grade Options: Pass/No Pass Option
Prerequisite: PSY 001 AND
Prerequisite: MAT 000C or MAT 000CM/00CMX or High School Algebra II, or equivalent OR
Prerequisite: PSY 001H AND
Prerequisite: MAT 000C or MAT 000CM/00CMX or High School Algebra II, or equivalent OR
Prerequisite: SOC 001 AND
Prerequisite: MAT 000C or MAT 000CM/00CMX or High School Algebra II, or equivalent OR
Prerequisite: SOC 001H AND
Prerequisite: MAT 000C or MAT 000CM/00CMX or High School Algebra II, or equivalent

For students majoring in psychology, sociology, and other behavioral sciences. Introduces students to the basic statistical techniques and design methodologies used in behavioral sciences. Topics include: descriptive statistics; probability and sampling distributions; statistical inference and power; linear correlation and regression; chi-square; t-tests, and ANOVA. An emphasis will be placed on the interpretation and relevance of statistical findings and the application of statistical concepts to real-world problems in the behavioral and social sciences.
Rationale for SOC 016 – Introduction to Statistics in Social and Behavioral Sciences – 3.00 Unit(s)
The course has been revised to add a DE addendum.

SOC 050 – Introduction to Criminal Justice
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This course introduces students to the characteristics of the criminal justice system in the United States. Focus is placed on examining crime measurement, theoretical explanations of crime, responses to crime, components of the system, and current challenges to the system. The course examines the evolution of the principles and approaches utilized by the justice system and the evolving forces which have shaped those principals and methods. Although justice structure and process are examined in a cross-cultural context, the emphasis is placed on the U.S. justice system, particularly the structure and function of U.S. police, courts, and corrections. Students are introduced to the origins and development of criminal law, legal process, and sentencing and incarceration policies.

Rationale for SOC 050 – Introduction to Criminal Justice – 3.00 Unit(s)
The course has been revised to add a DE addendum.

SOC 058 – Introduction to Corrections
3.00 Unit(s)
Grade Options: Pass/No Pass Option

This course provides a history of and critical analysis of punishment, the various types of punishment, alternatives to punishment, and the impact of punishment on the Criminal Justice System, corrections, a critical examination of the types of correctional institutions and the clients housed in each institution, and an examination of contemporary correctional issues.

Rationale for SOC 058 – Introduction to Corrections – 3.00 Unit(s)
The course has been revised to add a DE addendum.

NON-CREDIT COURSE REVISION
COMPUTER APPLICATIONS

CAP 100 – Learning the Keyboard
Total: 54 Hours
Grade Options: Satisfactory Progress

This noncredit course is designed for anyone who wants to learn the "touch" system of keyboarding on the computer. Proper techniques of keyboarding are emphasized to develop speed and accuracy.

Rationale for CAP 100 – Learning the Keyboard – 54 Hours
The course has been revised to add a DE Addendum.

CAP 101 – Computers Simplified for Beginning Learners
Total: 18 Hours
Grade Options: Satisfactory Progress

This noncredit course takes students through the basics of using a computer to perform essential tasks for workforce and academic survival. Highlights of the course include: operating system basics, applications software, e-mail basics, computer peripherals, and internet basics.

Rationale for CAP 101 – Computers Simplified for Beginning Learners – 18 Hours
The course has been revised to add a DE Addendum.

NONCREDIT ENGLISH AS A SECOND LANGUAGE

NCE 010 – English for Citizenship
Total: 48 Hours
Grade Options: Pass/No Pass, Satisfactory Progress

In this course, students develop the English speaking, listening, and literacy skills necessary to pass an oral and written U.S. citizenship exam. Topics include a general survey of U.S. history, government, and civics, including culture, institutions, and ideals.

Rationale for NCE 010 – English for Citizenship – 48 Hours
This course was revised to add a DE Addendum.
**NCE 910A – Foundations in ESL I**
Total: 64 Hours
Grade Options: Pass/No Pass, Satisfactory Progress

This noncredit course develops very basic level oral and written communication skills of standard English. This course provides basic functional practice in reading, writing, listening, speaking, and grammar for very low beginning level ESL students. Oral communication tasks involve the comprehension and production of basic verbal instructions and requests, communication strategies, monologs, dialogues, pronunciation patterns, and vocabulary usage. Written communication tasks include completion of grammar exercises and in-class writing assignments of 50 words or less.

**Rationale for NCE 910A – Foundations in ESL I – 64 Hours**
This course was revised to add a DE Addendum.

---

**NCE 910B – Foundations in ESL II**
Total: 64 Hours
Grade Options: Pass/No Pass, Satisfactory Progress

This course is a continuation of NCE 910A. This course continues to develop very low beginning students' skills in basic reading, writing, listening, speaking, and grammar. In 910B, students further develop the grammar of present tense and begin to learn present continuous and simple past.

**Rationale for NCE 910B – Foundations in ESL II – 64 Hours**
This course was revised to add a DE Addendum.

---

**NCE 920A – Beginning ESL I**
Total: 64 Hours
Grade Options: Pass/No Pass, Satisfactory Progress

This noncredit course provides basic functional practice in reading, writing, listening, speaking, and grammar for beginning ESL students.

**Rationale for NCE 920A – Beginning ESL I – 64 Hours**
This course was revised to add a DE Addendum.
NCE 920B – Beginning ESL II
Total: 64 Hours
Grade Options: Pass/No Pass, Satisfactory Progress

This course is a continuation of NCE 920A. It builds on the topics learned in 920A, but also introduces more complex structures and provides more practice in reading, writing, listening, speaking, and grammar for beginning ESL students. It also provides preparation for placement in Level 930 ESL classes.

Rationale for NCE 920B – Beginning ESL II – 64 Hours
This course was revised to add a DE Addendum.

NCE 924 – Beginning ESL College Skills
Total: 32 Hours
Grade Options: Pass/No Pass, Satisfactory Progress

This course is designed for beginning level ESL students who wish to improve their academic preparation and study skills for greater success in ESL courses.

Rationale for NCE 924 – Beginning ESL College Skills – 32 Hours
This course was revised to add a DE Addendum.

NCE 934 – Bridge to ESL College Success
Total: 32 Hours
Grade Options: Pass/No Pass, Satisfactory Progress

This is the fourth course in the series of noncredit courses that make up the certificate in High Beginning ESL. Students develop their English language skills as they acquire successful strategies for the credit-level ESL program and other academic college classes.

Rationale for NCE 934 – Bridge to ESL College Success – 32 Hours
This course was revised to add a DE Addendum.

NONCREDIT HEALTH OCCUPATIONS

NCH 001CW – Introduction to Community Health Work
Total: 54 Hours
Grade Options: Pass/No Pass Only

This is the first of a three-course sequence leading to the Community Health Worker Certificate of Completion. This course introduces students to the role of the Community Health Worker, the types of client and agencies with whom the Community Health Worker works on a daily basis, and the basic concepts of public health practice.

Rationale for NCH 001CW – Introduction to Community Health Work – 54 Hours
This course was revised to add a DE Addendum.

NCH 002CW – Introduction to Chronic Disease Management
Total: 54 Hours
Grade Options: Pass/No Pass Only
Prerequisite: NCH 001CW

This course addresses chronic health conditions (also referred to as chronic illness or chronic disease), the leading cause of illness and death in the United States. Community Health Workers (CHW) often work closely with clients who live with chronic conditions. Topics include basic information about the types of chronic conditions and techniques for their management.

Rationale for NCH 002CW – Introduction to Chronic Disease Management – 54 Hours
This course was revised to add a DE Addendum.

NCH 003CW – Externship for Community Health Worker
Total: 54 Hours
Grade Options: Pass/No Pass Only
Prerequisite: NCH 002CW or
Corequisite: NCH 002CW

This externship will give students an experiential learning opportunity to enhance their academic and professional skill sets. Students will learn and understand the duties of a Community Health Worker in a professional setting, and contract for a minimum of 54 hours at an externship placement. Students must complete the first course, NCH 001CW. The next course NCH 002CW can be taken with NCH 003CW externship. (Note: Any student can take both NCH 001CW and NCH 002CW in one semester or summer, then take the NCH 003CW Externship next semester.)
Rationale for NCH 003CW – Externship for Community Health Worker – 54 Hours
This course was revised to add a DE Addendum.

CREDIT COURSE DELETION

BUSINESS

BUS 060 – International Marketing
3.00 Unit(s)

Rationale for BUS 060 – International Marketing – 3.00 Unit(s)
This course is no longer being offered.

BUS 079 – Human Relations Applied in Business
3.00 Unit(s)

Rationale for BUS 079 – Human Relations Applied in Business – 3.00 Unit(s)
This course is no longer being offered.

BUS 082A – Business Spreadsheets Using Excel
2.00 Unit(s)

Rationale for BUS 082A – Business Spreadsheets Using Excel – 2.00 Unit(s)
This course is no longer being offered.

BUS 086 – Building Business Websites
4.00 Unit(s)

Rationale for BUS 086 – Building Business Websites – 4.00 Unit(s)
This course is no longer being offered.

COUNSELING

COU 145B – Bridge to College
1.00 Unit(s)
Rationale for COU 145B – Bridge to College – 1.00 Unit(s)
This course is no longer being offered.

**WELLNESS AND HUMAN PERFORMANCE**

**WHP.008P.2 – Basketball: Beginning**
0.50 Unit(s)

Rationale for WHP.008P.2 – Basketball: Beginning – 0.50 Unit(s)
This course is no longer being offered.
5. Consent Agenda

Subject: 5.3 CONSIDER APPROVAL OF CURRICULUM CHANGES AT WEST VALLEY COLLEGE
- Recommendation: The Board of Trustees approve the curriculum changes at West Valley College as presented.

Meeting: Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments
Access: Public
Type: Action (Consent)
Recommended Action: The Board of Trustees approve the curriculum changes at West Valley College as presented.
Prepared By: Paulette Boudreaux, Stacy Gleixner, Chris Dyer, Luis Portillo and Doonu Barife
Reviewed By: Stephanie Kashima
Approved By: Bradley Davis

Funding Source/Fiscal Impact
The General Fund is the major source for the cost of instruction, which pertains to the offering of approved courses. These costs are offset, to varying degrees, by apportionment received for credit-based instruction and other associated fees.

Reference(s)
Curriculum development and recommendation is an ongoing activity overseen by the Academic Senate, and its subordinate Curriculum Committee, and the Office of Instruction as per District Policy 4020. It is integrated into the West Valley College Program Review process. It is emphasized in many sections of Standard II of the Accreditation Standards of the Accrediting Commission for Community and Junior Colleges. Likewise, it is regulated through Title 5 and WVMCCD District Policy 4020.

Background/Alternatives
As per District policy, the curriculum changes to programs and courses described herein have been considered and recommended by the Curriculum Committee and the Articulation Officer. Each of the curriculum changes and the foregoing recommendations has been further reviewed by the Chief Instructional Officer, the College President, and the District Chancellor. The Office of Instruction further certifies that the programs and courses described herein satisfy all applicable requirements of Title 5 and have also been submitted to the Associated Students Government of West Valley College. Degrees developed in compliance with State-approved Transfer Model Curricula (TMC) pursuant to SB-1440 (Padilla, 2010) have already been approved by the District Chancellor acting as designee for the Board of Trustees, and are being presented here as information items.

Coordination
Offerings have been coordinated between Mission College and West Valley College through a process of consultation.

Follow-up/Outcome
Following Board approval of the curriculum changes, updates to catalogs and class schedules will be made, and campus marketing communications will reflect the changes, as appropriate. Courses which are archived will be removed from the College catalog; courses which are deleted will be removed both from the College catalog and from the state Curriculum Inventory.

File Attachments
Attach 5.3, WVC Curriculum Summary.docx (139 KB)

Action items will be acted upon in one motion unless they are removed from the Consent Agenda for discussion and action. Information items will not be discussed unless they are removed from the Consent Agenda.
## SUMMARY OF CURRICULUM CHANGES – 11/10/2020

### NEW CREDIT COURSES

NONE

### CREDIT COURSE REVISIONS

<table>
<thead>
<tr>
<th>New Course Code</th>
<th>Old Course Code</th>
<th>New Course Title</th>
<th>Old Course Title</th>
<th>New Credit</th>
<th>Old Credit</th>
<th>New Instructor</th>
<th>Old Instructor</th>
<th>New Department</th>
<th>Old Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADMJ034</td>
<td>BIOL036</td>
<td>DANC022</td>
<td>HIST012</td>
<td>KINS11.01</td>
<td>KINS8.13</td>
<td>MUSC020D</td>
<td>PHYS002A</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ADMJ041</td>
<td>BIOL040</td>
<td>DANC023</td>
<td>HIST014</td>
<td>KINS11.03</td>
<td>KINS8.15</td>
<td>MUSC030A</td>
<td>PHYS002B</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ARCH046</td>
<td>BIOL041</td>
<td>DANC024</td>
<td>HIST020</td>
<td>KINS11.04</td>
<td>KINS8.16</td>
<td>MUSC030B</td>
<td>PHYS004A</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ARCH047</td>
<td>BIOL042</td>
<td>DANC031</td>
<td>HSCI003</td>
<td>KINS11.08</td>
<td>KINS8.17</td>
<td>MUSC031A</td>
<td>PHYS004B</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ARCH049</td>
<td>BIOL043</td>
<td>DANC032</td>
<td>HTCH001</td>
<td>KINS11.09</td>
<td>KINS8.20</td>
<td>MUSC031B</td>
<td>PHYS004C</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ARCH051</td>
<td>BIOL056</td>
<td>DANC033</td>
<td>HTCH004</td>
<td>KINS11.10</td>
<td>KINT038A</td>
<td>MUSC032A</td>
<td>PHYS004D</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ARCH052</td>
<td>BIOL058</td>
<td>DANC034</td>
<td>HTCH054A</td>
<td>KINS4.07</td>
<td>LRSV001</td>
<td>MUSC032B</td>
<td>PHYS010</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ARCH053</td>
<td>BIOL059</td>
<td>DANC041</td>
<td>INTD010</td>
<td>KINS4.13</td>
<td>LRSV931B</td>
<td>MUSC033A</td>
<td>POLIO01H</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ARCH056</td>
<td>BUSN006</td>
<td>DANC042</td>
<td>INTD020</td>
<td>KINS4.15</td>
<td>LRSV941B</td>
<td>MUSC033B</td>
<td>POLIO02</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ARCH058</td>
<td>CHEM001A</td>
<td>DANC043</td>
<td>INTD022</td>
<td>KINS4.16</td>
<td>LRSV941C</td>
<td>MUSC035A</td>
<td>PSYC02</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ARCH061</td>
<td>CHEM001B</td>
<td>DANC044</td>
<td>INTD028</td>
<td>KINS4.20</td>
<td>LRSV945</td>
<td>MUSC036A</td>
<td>PSYC02H</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ARCH062</td>
<td>CHEM002</td>
<td>DANC060</td>
<td>INTD029</td>
<td>KINS4.21</td>
<td>MATH000D</td>
<td>MUSC036B</td>
<td>PSYC007</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ARCH063</td>
<td>CHEM012A</td>
<td>ENGL080</td>
<td>INTD032</td>
<td>KINS4.24</td>
<td>MATH000G</td>
<td>MUSC036C</td>
<td>PSYC012</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ARTS049A</td>
<td>CHEM012B</td>
<td>ENGL081</td>
<td>INTD036</td>
<td>KINS4.25</td>
<td>MATH001</td>
<td>MUSC036D</td>
<td>PSYC017</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ARTS049B</td>
<td>CHEM030A</td>
<td>ENGL090</td>
<td>INTD040</td>
<td>KINS4.29</td>
<td>MATH001C</td>
<td>MUSC039A</td>
<td>PSYC025</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ARTS049C</td>
<td>CHEM030B</td>
<td>FDAT020</td>
<td>INTD045</td>
<td>KINS4.33</td>
<td>MATH002</td>
<td>MUSC039B</td>
<td>PSYC030</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ARTS049D</td>
<td>CHEM050</td>
<td>FDAT030</td>
<td>INTD050</td>
<td>KINS4.37</td>
<td>MATH003A</td>
<td>MUSC039C</td>
<td>SPAN002B</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ARTS057A</td>
<td>CIST004A</td>
<td>FDAT032</td>
<td>INTD060</td>
<td>KINS4.41</td>
<td>MATH003B</td>
<td>MUSC039D</td>
<td>SPAN070A</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ARTS062B</td>
<td>CIST004A1</td>
<td>FDAT044</td>
<td>INTD065</td>
<td>KINS4.42</td>
<td>MATH004A</td>
<td>MUSC039E</td>
<td>SPAN070B</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ARTS065A</td>
<td>CIST004B</td>
<td>FDAT051</td>
<td>INTD066</td>
<td>KINS4.43</td>
<td>MATH004B</td>
<td>MUSC039F</td>
<td>THEA021B</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ARTS065B</td>
<td>CIST004B1</td>
<td>FDAT052A</td>
<td>INTD070</td>
<td>KINS6.02</td>
<td>MATH004C</td>
<td>MUSC039G</td>
<td>THEA022B</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ARTS065C</td>
<td>CIST037</td>
<td>FDAT052B</td>
<td>INTD075</td>
<td>KINS6.03</td>
<td>MATH010C</td>
<td>MUSC039H</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ARTS065D</td>
<td>CIST039</td>
<td>FDAT055</td>
<td>INTD085</td>
<td>KINS6.07</td>
<td>MATH012C</td>
<td>MUSC042</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ARTS067A</td>
<td>COMM008</td>
<td>FDAT056</td>
<td>INTD090A</td>
<td>KINS6.08</td>
<td>MATH014</td>
<td>MUSC049</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ARTS081</td>
<td>COMM020</td>
<td>FDAT057</td>
<td>INTD090B</td>
<td>KINS7.10</td>
<td>MATH019</td>
<td>MUSC051</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ASLA060A</td>
<td>DANC001</td>
<td>FDAT058</td>
<td>INTD090C</td>
<td>KINS7.11</td>
<td>MATH104</td>
<td>MUSC052A</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ASLA060B</td>
<td>DANC002</td>
<td>FDAT066</td>
<td>JPNS001A</td>
<td>KINS7.12</td>
<td>MATH105</td>
<td>MUSC063B</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ASTR005</td>
<td>DANC003</td>
<td>FDAT070</td>
<td>JPNS001B</td>
<td>KINS7.18</td>
<td>MATH106C</td>
<td>MUSC065A</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIOL010</td>
<td>DANC004</td>
<td>FDAT076</td>
<td>KINA9.30</td>
<td>KINS7.20</td>
<td>MATH106R</td>
<td>MUSC065C</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIOL010L</td>
<td>DANC007</td>
<td>FDAT082</td>
<td>KINA9.42</td>
<td>KINS7.21</td>
<td>MATH903R</td>
<td>PARA018</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIOL011</td>
<td>DANC011</td>
<td>FDAT084</td>
<td>KINA9.47</td>
<td>KINS7.26</td>
<td>MUSC003A</td>
<td>PARA022</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIOL012</td>
<td>DANC012</td>
<td>FDAT087</td>
<td>KINA9.48</td>
<td>KINS7.27</td>
<td>MUSC004A</td>
<td>PARA024A</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIOL013</td>
<td>DANC013</td>
<td>GERM001A</td>
<td>KINA9.55</td>
<td>KINS8.03</td>
<td>MUSC020A</td>
<td>PARA029B</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIOL014</td>
<td>DANC014</td>
<td>HIST004B</td>
<td>KINA9.56</td>
<td>KINS8.05</td>
<td>MUSC020B</td>
<td>PARA037</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIOL018</td>
<td>DANC021</td>
<td>HIST005A</td>
<td>KINA9.60</td>
<td>KINS8.06</td>
<td>MUSC020C</td>
<td>PHYS001</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### DISTANCE EDUCATION

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Instructor</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIST001</td>
<td>Distance Course</td>
<td>Instructor</td>
<td>Distance Department</td>
</tr>
</tbody>
</table>

097
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ADMJ034</td>
<td>BIOL056</td>
<td>DANC044</td>
<td>INTD045</td>
<td>KINS6.02</td>
<td>MATH104</td>
<td>NCPE1.32</td>
</tr>
<tr>
<td>ADMJ041</td>
<td>BIOL058</td>
<td>DANC060</td>
<td>INTD050</td>
<td>KINS6.03</td>
<td>MATH105</td>
<td>NCPE1.35</td>
</tr>
<tr>
<td>ARCH046</td>
<td>BIOL059</td>
<td>ENGL080</td>
<td>INTD060</td>
<td>KINS6.07</td>
<td>MATH106C</td>
<td>NCPE1.37</td>
</tr>
<tr>
<td>ARCH047</td>
<td>BUSN006</td>
<td>ENGL081</td>
<td>INTD065</td>
<td>KINS6.08</td>
<td>MATH106R</td>
<td>PARA018</td>
</tr>
<tr>
<td>ARCH049</td>
<td>CHEM001A</td>
<td>ENGL903</td>
<td>INTD066</td>
<td>KINS7.10</td>
<td>MATH903R</td>
<td>PARA022</td>
</tr>
<tr>
<td>ARCH051</td>
<td>CHEM001B</td>
<td>FDAT020</td>
<td>INTD070</td>
<td>KINS7.11</td>
<td>MUSC003A</td>
<td>PARA024A</td>
</tr>
<tr>
<td>ARCH052</td>
<td>CHEM002</td>
<td>FDAT030</td>
<td>INTD075</td>
<td>KINS7.12</td>
<td>MUSC004A</td>
<td>PARA029B</td>
</tr>
<tr>
<td>ARCH053</td>
<td>CHEM012A</td>
<td>FDAT032</td>
<td>INTD085</td>
<td>KINS7.18</td>
<td>MUSC020A</td>
<td>PARA037</td>
</tr>
<tr>
<td>ARCH056</td>
<td>CHEM012B</td>
<td>FDAT044</td>
<td>INTD090A</td>
<td>KINS7.20</td>
<td>MUSC020B</td>
<td>PHYS001</td>
</tr>
<tr>
<td>ARCH058</td>
<td>CHEM030A</td>
<td>FDAT051</td>
<td>INTD090B</td>
<td>KINS7.21</td>
<td>MUSC020C</td>
<td>PHYS002A</td>
</tr>
<tr>
<td>ARCH061</td>
<td>CHEM030B</td>
<td>FDAT052A</td>
<td>INTD090C</td>
<td>KINS7.26</td>
<td>MUSC020D</td>
<td>PHYS002B</td>
</tr>
<tr>
<td>ARCH062</td>
<td>CHEM050</td>
<td>FDAT052B</td>
<td>JPN5001A</td>
<td>KINS7.27</td>
<td>MUSC030A</td>
<td>PHYS004A</td>
</tr>
<tr>
<td>ARCH063</td>
<td>CIST004A</td>
<td>FDAT055</td>
<td>JPN5001B</td>
<td>KINS8.03</td>
<td>MUSC030B</td>
<td>PHYS004B</td>
</tr>
<tr>
<td>ARTS049A</td>
<td>CIST004A1</td>
<td>FDAT056</td>
<td>KINA9.30</td>
<td>KINS8.05</td>
<td>MUSC031A</td>
<td>PHYS004C</td>
</tr>
<tr>
<td>ARTS049B</td>
<td>CIST004B</td>
<td>FDAT057</td>
<td>KINA9.42</td>
<td>KINS8.06</td>
<td>MUSC031B</td>
<td>PHYS004D</td>
</tr>
<tr>
<td>ARTS049C</td>
<td>CIST004B1</td>
<td>FDAT058</td>
<td>KINA9.47</td>
<td>KINS8.13</td>
<td>MUSC032A</td>
<td>PHYS010</td>
</tr>
<tr>
<td>ARTS049D</td>
<td>CIST037</td>
<td>FDAT066</td>
<td>KINA9.48</td>
<td>KINS8.15</td>
<td>MUSC032B</td>
<td>POL1001H</td>
</tr>
<tr>
<td>ARTS057A</td>
<td>CIST039</td>
<td>FDAT070</td>
<td>KINA9.55</td>
<td>KINS8.16</td>
<td>MUSC033A</td>
<td>POL1002</td>
</tr>
<tr>
<td>ARTS062B</td>
<td>COMM008</td>
<td>FDAT076</td>
<td>KINA9.56</td>
<td>KINS8.17</td>
<td>MUSC033B</td>
<td>PSYC002</td>
</tr>
<tr>
<td>ARTS065A</td>
<td>COMM020</td>
<td>FDAT082</td>
<td>KINA9.60</td>
<td>KINS8.20</td>
<td>MUSC035A</td>
<td>PSYC002H</td>
</tr>
<tr>
<td>ARTS065B</td>
<td>DANC001</td>
<td>FDAT084</td>
<td>KINS11.01</td>
<td>KINT038A</td>
<td>MUSC036A</td>
<td>PSYC007</td>
</tr>
<tr>
<td>ARTS065C</td>
<td>DANC002</td>
<td>FDAT087</td>
<td>KINS11.03</td>
<td>LRSV001</td>
<td>MUSC036B</td>
<td>PSYC012</td>
</tr>
<tr>
<td>ARTS065D</td>
<td>DANC003</td>
<td>GERM001A</td>
<td>KINS11.04</td>
<td>LRSV931B</td>
<td>MUSC036C</td>
<td>PSYC017</td>
</tr>
<tr>
<td>ARTS067A</td>
<td>DANC004</td>
<td>HIST004B</td>
<td>KINS11.08</td>
<td>LRSV941B</td>
<td>MUSC036D</td>
<td>PSYC025</td>
</tr>
<tr>
<td>ARTS081</td>
<td>DANC007</td>
<td>HIST005A</td>
<td>KINS11.09</td>
<td>LRSV941C</td>
<td>MUSC039A</td>
<td>PSYC030</td>
</tr>
<tr>
<td>ASLA060A</td>
<td>DANC011</td>
<td>HIST012</td>
<td>KINS11.10</td>
<td>LRSV945</td>
<td>MUSC039B</td>
<td>SPAN002B</td>
</tr>
<tr>
<td>ASLA060B</td>
<td>DANC012</td>
<td>HIST014</td>
<td>KINS4.07</td>
<td>MATH000D</td>
<td>MUSC039C</td>
<td>SPAN070A</td>
</tr>
<tr>
<td>ASTR005</td>
<td>DANC013</td>
<td>HIST020</td>
<td>KINS4.13</td>
<td>MATH000G</td>
<td>MUSC039D</td>
<td>SPAN070B</td>
</tr>
<tr>
<td>BIOL010</td>
<td>DANC014</td>
<td>HSCI003</td>
<td>KINS4.15</td>
<td>MATH001</td>
<td>MUSC039E</td>
<td>THEA021B</td>
</tr>
<tr>
<td>BIOL010L</td>
<td>DANC021</td>
<td>HTCH001</td>
<td>KINS4.16</td>
<td>MATH001C</td>
<td>MUSC039F</td>
<td>THEA022B</td>
</tr>
<tr>
<td>BIOL011</td>
<td>DANC022</td>
<td>HTCH004</td>
<td>KINS4.20</td>
<td>MATH002</td>
<td>MUSC039G</td>
<td></td>
</tr>
<tr>
<td>BIOL012</td>
<td>DANC023</td>
<td>HTCH054A</td>
<td>KINS4.21</td>
<td>MATH003A</td>
<td>MUSC039H</td>
<td></td>
</tr>
<tr>
<td>BIOL013</td>
<td>DANC024</td>
<td>INTD010</td>
<td>KINS4.24</td>
<td>MATH003B</td>
<td>MUSC042</td>
<td></td>
</tr>
<tr>
<td>BIOL014</td>
<td>DANC031</td>
<td>INTD020</td>
<td>KINS4.25</td>
<td>MATH004A</td>
<td>MUSC049</td>
<td></td>
</tr>
<tr>
<td>BIOL018</td>
<td>DANC032</td>
<td>INTD022</td>
<td>KINS4.29</td>
<td>MATH004B</td>
<td>MUSC051</td>
<td></td>
</tr>
<tr>
<td>BIOL036</td>
<td>DANC033</td>
<td>INTD028</td>
<td>KINS4.33</td>
<td>MATH004C</td>
<td>MUSC052A</td>
<td></td>
</tr>
<tr>
<td>BIOL040</td>
<td>DANC034</td>
<td>INTD029</td>
<td>KINS4.37</td>
<td>MATH010C</td>
<td>MUSC063B</td>
<td></td>
</tr>
<tr>
<td>BIOL041</td>
<td>DANC041</td>
<td>INTD032</td>
<td>KINS4.41</td>
<td>MATH012C</td>
<td>MUSC065A</td>
<td></td>
</tr>
<tr>
<td>BIOL042</td>
<td>DANC042</td>
<td>INTD036</td>
<td>KINS4.42</td>
<td>MATH014</td>
<td>MUSC065C</td>
<td></td>
</tr>
<tr>
<td>BIOL043</td>
<td>DANC043</td>
<td>INTD040</td>
<td>KINS4.43</td>
<td>MATH019</td>
<td>NCMA108</td>
<td></td>
</tr>
</tbody>
</table>
### COURSE DEACTIVATIONS
- CTRP007A
- CTRP007B
- CTRP007C
- MUSC040B
- MUSC040C
- MUSC040D
- MUSC042B
- MUSC042C
- MUSC042D
- MUSC049A
- MUSC049B
- MUSC049C
- MUSC049D
- MUSC051B
- MUSC051C
- MUSC051D
- MUSC061B
- MUSC061C
- MUSC061D

### NEW NONCREDIT/CONTINUING EDUCATION COURSES
NONE

### NONCREDIT/CONTINUING EDUCATION COURSE REVISIONS
- NCMA108
- NCPE1.32
- NCPE1.35
- NCPE1.37

### REQUISITE APPROVALS
<table>
<thead>
<tr>
<th>ARCH061</th>
<th>BIOL043</th>
<th>CIST039</th>
<th>DANCO33</th>
<th>INTD040</th>
<th>KINS7.12</th>
<th>MATH004C</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH062</td>
<td>CHEM001A</td>
<td>COMM008</td>
<td>DANCO34</td>
<td>INTD045</td>
<td>KINS7.20</td>
<td>MATH010C</td>
</tr>
<tr>
<td>ARCH063</td>
<td>CHEM001B</td>
<td>COMM020</td>
<td>DANCO42</td>
<td>INTD050</td>
<td>KINS7.21</td>
<td>MATH012C</td>
</tr>
<tr>
<td>ARTS049A</td>
<td>CHEM002</td>
<td>DANCO02</td>
<td>DANCO43</td>
<td>INTD060</td>
<td>LRSV941C</td>
<td>MATH014</td>
</tr>
<tr>
<td>ARTS049B</td>
<td>CHEM012A</td>
<td>DANCO03</td>
<td>ENGL080</td>
<td>INTD065</td>
<td>MATH000D</td>
<td>MATH019</td>
</tr>
<tr>
<td>ARTS049C</td>
<td>CHEM012B</td>
<td>DANCO04</td>
<td>ENGL081</td>
<td>INTD066</td>
<td>MATH000G</td>
<td>MATH101</td>
</tr>
<tr>
<td>ARTS049D</td>
<td>CHEM030A</td>
<td>DANCO12</td>
<td>FDAT052B</td>
<td>INTD070</td>
<td>MATH001</td>
<td>MATH105</td>
</tr>
<tr>
<td>ASLA060B</td>
<td>CHEM030B</td>
<td>DANCO13</td>
<td>FDAT057</td>
<td>INTD075</td>
<td>MATH001C</td>
<td>MATH106C</td>
</tr>
<tr>
<td>BIOL010</td>
<td>CIST004A</td>
<td>DANCO14</td>
<td>FDAT066</td>
<td>INTD085</td>
<td>MATH002</td>
<td>MATH106R</td>
</tr>
<tr>
<td>BIOL010L</td>
<td>CIST004A1</td>
<td>DANCO22</td>
<td>FDAT076</td>
<td>INTD090A</td>
<td>MATH003A</td>
<td>MUSC003A</td>
</tr>
<tr>
<td>BIOL040</td>
<td>CIST004B</td>
<td>DANCO23</td>
<td>FDAT082</td>
<td>INTD090B</td>
<td>MATH003B</td>
<td>MUSC004A</td>
</tr>
<tr>
<td>BIOL041</td>
<td>CIST004B1</td>
<td>DANCO24</td>
<td>FDAT084</td>
<td>INTD090C</td>
<td>MATH004A</td>
<td>MUSC020A</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Code</td>
<td>Course Code</td>
<td>Course Code</td>
<td>Course Code</td>
<td>Course Code</td>
<td>Course Code</td>
</tr>
<tr>
<td>-------------</td>
<td>-------------</td>
<td>-------------</td>
<td>-------------</td>
<td>-------------</td>
<td>-------------</td>
<td>-------------</td>
</tr>
<tr>
<td>BIOL042</td>
<td>CIST037</td>
<td>DANCO32</td>
<td>HTCH054A</td>
<td>JPNS001B</td>
<td>MATH004B</td>
<td>MUSC020B</td>
</tr>
<tr>
<td>MUSC020C</td>
<td>MUSC020D</td>
<td>MUSC030B</td>
<td>MUSC031A</td>
<td>MUSC031B</td>
<td>MUSC032B</td>
<td>MUSC033A</td>
</tr>
<tr>
<td></td>
<td>MUSC033B</td>
<td>MUSC034A</td>
<td>MUSC036A</td>
<td>MUSC036B</td>
<td>MUSC036C</td>
<td>MUSC036D</td>
</tr>
<tr>
<td></td>
<td>MUSC039A</td>
<td>MUSC039B</td>
<td>MUSC039C</td>
<td>MUSC039D</td>
<td>MUSC039E</td>
<td>MUSC039F</td>
</tr>
<tr>
<td></td>
<td>MUSC039G</td>
<td>MUSC039H</td>
<td>MUSC052A</td>
<td>MUSC063B</td>
<td>MUSC065C</td>
<td>PARA022</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>SPAN070A</td>
<td>SPAN070B</td>
<td></td>
<td>PARA024A</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PARA029B</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PHYS001</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PHYS002A</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PHYS002B</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PHYS004A</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PHYS004B</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PHYS004C</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PHYS004D</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PSYC002</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PSYC002H</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PSYC007</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PSYC012</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PSYC025</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>SPAN002B</td>
</tr>
</tbody>
</table>

**PROGRAM DEACTIVATIONS**

NONE

**NEW CREDIT PROGRAMS**

NONE

**NEW NONCREDIT PROGRAMS**

NONE

**PROGRAM REVISIONS**

NONE
### ADMJ034

**Course Title:** Career Planning in Criminal Justice  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** This course is being revised to add DE.  
**Units: 3**  
Lecture: 3  
Laboratory: 0  
Work Experience: 0  

**Grade Options:** Letter Grade Methods; Pass/No Pass  
**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE  

**Course Description:** This introductory course is designed to inform students about potential careers in the Criminal Justice System. The content emphasizes the application, testing, and background screening processes necessary for employment with criminal justice agencies.

### ADMJ041

**Course Title:** Introduction to Forensics  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** This course is being revised to comply with Title 5 and to add Distance Education.  
**Units: 3**  
Lecture: 3  
Laboratory: 0  
Work Experience: 0  

**Grade Options:** Letter Grade Methods  
**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE  

**Course Description:** This course is a survey of the application of scientific methods to the examination, evaluation, and explanation of the physical evidence related to a crime. The course also introduces students to the contributions of forensic anthropology, forensic psychiatry, document analysis, and
computer forensics to criminal investigations. Case studies are used to illustrate the application and introduction of forensic evidence in the legal system.

**ARCH046**  
**Course Title:** History of Architecture  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** Mandatory Revision This is a required revision for Title 5 compliance. The purpose of this revision is to add Distance Education. Other changes include updates to the SAM code.

**Units:** 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** This course is a study of the world history of architecture from pre-history to 1945. The course content includes the study of Roman concurrences, the triumph of Christ (early Christian architecture) to Absolutism, Bourgeoisie (European architecture 1600-1750), architecture for a new world, and Victorian Environments.

**ARCH047**  
**Course Title:** History of Modern Architecture  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** Mandatory Revision This is a required revision for Title 5 compliance. The purpose of this revision is to add Distance Education. Other updates include changing the SAM code.

**Units:** 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE
**Course Description:** This course is a study of modern world architectural history from 1945 to the present. The influences of the industrial revolution and the old world in contemporary architecture are also discussed.

**ARCH049**

**Course Title:** Introduction to Rhino  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** Mandatory Revision This is a required revision for Title 5 compliance. The purpose of this revision is to add Distance Education.

**Units:** 3  
Lecture: 1.5  
Laboratory: 1.5  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass  
**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** This course is an introduction to Rhino. This software is designed specifically for use in architecture, landscape architecture, and interior design to focus on complex, compositional forms. This course emphasizes students' creativity on the construction of 3D models.

**ARCH051**

**Course Title:** Architectural Graphics: Drawing & Sketching  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** Mandatory Revision This is a required revision for Title 5 compliance. The purpose of this revision is to add Distance Education. Course objectives and course description have been modified.

**Units:** 3  
Lecture: 1.5  
Laboratory: 1.5  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass  
**Advisory:** NONE  
**Prerequisite:** NONE
### ARCH052

**Course Title:** Architectural Graphics: Color Rendering  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** Mandatory Revision This is a required revision for Title 5 compliance. The purpose of this revision is to add Distance Education.

**Units:** 3  
lecture: 1.5  
laboratory: 1.5  
work experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** This course is a study of three-dimensional representations using various color media as it relates to architectural and environmental graphic communication. Students have opportunities to develop visual color literacy, three-dimensional drawing techniques, and an understanding of color rendering. Additional topics include natural and human-made forms and advanced architectural color rendering.

### ARCH053

**Course Title:** Introduction to Architectural and Environmental Design  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** Mandatory Revision This is a required revision for Title 5 compliance. The purpose of this revision is to add Distance Education. Other changes include updating the SAM code.

**Units:** 3  
lecture: 3
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Effective Term</th>
<th>Justification</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH056</td>
<td>Basic Architectural Design</td>
<td>Spring, 2021 for Distance Education and Fall, 2021 for all other changes</td>
<td>Mandatory Revision This is a required revision for Title 5 compliance. The purpose of this revision is to add Distance Education. Other updates include a change in the SAM code.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Course Description:** This course is an overview of the environmental design field and introduces the design process as a basis for architectural decision-making. Other topics include the professional fields of architecture, engineering, city planning, landscape architecture, allied professions, and construction.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Effective Term</th>
<th>Justification</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH058</td>
<td>Introduction to Revit Architecture</td>
<td>Spring, 2021 for Distance Education and Fall, 2021 for all other changes</td>
<td>Mandatory Revision This is a required revision for Title 5 compliance and to add Distance Education. The textbook was updated and faculty requirements were adjusted.</td>
</tr>
</tbody>
</table>

**Course Description:** This course is a study of architectural design principles and methodologies. Students have the opportunity to apply these principles to studio problems of increasing complexity. Various representation techniques are utilized, including sketching, manual graphics and rendering, computer graphics, and architectural model making.
Units: 3
Lecture: 1.5
Laboratory: 1.5
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course is an introduction to Autodesk: Revit Architecture - software specifically designed for use by architecture, landscape architecture, interior design, and civil engineering professionals. This course emphasizes the construction of 3D models.

ARCH061
Course Title: Architectural Design I
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a required revision for Title 5 compliance. This is also a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Change Methods of Instruction/Evaluation. Course title change from numbers to Roman numbers to match the list of courses in programs, certificates, articulations, schedule, website, and major sheet. Areas changed are: Title, Description, Methods of Instruction, Methods of Evaluation and Distance Learning.

Units: 3
Lecture: 1.5
Laboratory: 1.5
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: ARCH049 or 058
Prerequisite: ARCH056
Co-requisite: NONE

Course Description: This course is an architectural design studio. It introduces a full range of architectural ideas and issues through drawing exercises, analysis of precedents, and exploration of design methods. Students have the opportunity to develop design skills by conceptualizing and representing architectural ideas and making aesthetic judgments about building design. Design problems studied in the course range from those of the immediate environment of the individual to that of small social groups. Students have the opportunity to develop their architectural creativity by use of software such as Rhino, SketchUp, and Revit.
ARCH062
Course Title: Architectural Design II
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a required revision for Title 5 compliance. This is also a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Course title change from numbers to Roman numerals to match the list of courses in programs, certificates, articulations, schedule, website, and major sheet. Areas changed are: Course Title, Methods of Instruction, Methods of Evaluation and Distance Learning.

Units: 3
Lecture: 1.5
Laboratory: 1.5
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: ARCH061
Co-requisite: NONE

Course Description: This course is an architectural design studio. It covers human, social, technical, and aesthetic factors related to space and form. Additional topics include designing as a conceptual discipline directed at the analysis, interpretation, synthesis, analyses of precedents, and transformation of the physical environment. Exercises are aimed at developing an understanding of the issues, elements, and processes of structural and environmental design. Students have the opportunity to develop their architectural creativity by use of software such as Rhino, SketchUp, and Revit.

ARCH063
Course Title: Architectural Design III
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a required revision for Title 5 compliance. This is also a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Course title change from numbers to Roman numerals to match the list of courses in programs, certificates, articulations, schedule, website, and major sheet. Areas changed are: Methods of Instruction, Methods of Evaluation and Distance Learning.

Units: 3
Lecture: 1.5
Laboratory: 1.5
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE
**Prerequisite:** ARCH062
**Co-requisite:** NONE

**Course Description:** This course is an advanced architectural design studio. Students have the opportunity to develop an understanding of context and precedent in the construction of architectural form, and are introduced to contextual and programmatic densities in addition to circulatory, spatial, and organizational strategies in the design process. Discussions regarding architecture's role in mediating culture, nature and technology give students the opportunity to develop their architectural vocabulary. Students have the opportunity to develop their architectural creativity by use of software such as Rhino, SketchUp, and Revit.

**ARTS049A**
**Course Title:** Beginning Painting
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed include the course description and updated textbooks. This is also a full revision.

**Units:** 3
Lecture: 2
Laboratory: 1
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** ARTS031A and 033A
**Prerequisite:** NONE
**Co-requisite:** NONE

**Course Description:** In this course students have the opportunity to learn the elements of painting using a variety of techniques, materials, and tools. Structure, composition, paint handling, light effects, and color theory are stressed in relationship to the painting process and a variety of subject matter.

**ARTS049B**
**Course Title:** Intermediate Painting
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes
**Justification:** This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed are: Course Description, Methods of Instruction, and Distance Learning.

**Units:** 3  
Lecture: 2  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** ARTS049A  
**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** In this course, students have the opportunity to pursue personal styles and interests. Advanced theories of composition and color are covered through studio practice and research.
of the history of painting. Alternative painting surfaces and materials in combination with traditional approaches are explored.

**ARTS049D**
**Course Title:** Advanced Painting  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed are: Methods of Instruction, and Distance Learning.

**Units:** 3  
Lecture: 2  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** ARTS049C  
**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** In this course students have the opportunity to intensify their study of personal artistic direction through developing a cohesive body of work. Projects focus on series and theme development. Studio work is supplemented with painting-oriented research, writing, and verbal analysis.

**ARTS057A**
**Course Title:** Animation I  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being revised to add Distance Education. It is also a Mandatory Revision. The textbook has been updated. P/NP was added as an additional grading option.

**Units:** 4  
Lecture: 3  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE
**Course Description:** This course provides students with a comprehensive introduction to the production of computer generated art imagery. It covers fundamental modeling techniques, texture mapping, lighting, rendering, and basic animation concepts.

**ARTS062B**  
**Course Title:** Black and White Photography  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed are: Course Description, Methods of Instruction, and Distance Learning.

**Units:** 3  
Lecture: 2  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** This course continues the investigation begun in ARTS 062A of the historical and practical aspects of photography with a focus on the black and white image. Students have the opportunity to examine not only their own work, but the work of masters in the field to gain a better understanding of the tools necessary to create more compelling compositions.

**ARTS065A**  
**Course Title:** Ceramics-Handbuilding  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed are: Methods of Instruction and Distance Learning.

**Units:** 3  
Lecture: 2  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass
Advisory: NONE  
Prerequisite: NONE  
Co-requisite: NONE  

**Course Description:** This course is an introduction to two- and three-dimensional ceramic design, focusing on clay compositions, decoration techniques and hand-building techniques. This course includes art theories as they relate to ceramics and a survey of ceramic artists and history. This course gives students an opportunity to develop awareness and vocabulary leading to critical thinking and exploration of the physical properties of clay for creative expression.

**ARTS065B**  
**Course Title:** Ceramics-Handbuilding II  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed are: Methods of Instruction and Distance Learning.  

**Units:** 3  
Lecture: 2  
Laboratory: 1  
Work Experience: 0  

**Grade Options:** Letter Grade Methods; Pass/No Pass  

Advisory: NONE  
Prerequisite: NONE  
Co-requisite: NONE  

**Course Description:** This is an intermediate course in ceramics hand-building techniques, kilns, clay body construction, and ceramic decorative effects. The course includes further development of 3-D design concepts, self expression, as well as art theories as they relate to ceramics and a survey of ceramic artists and history. This course gives students the opportunity to develop a critical awareness and vocabulary leading to independent critical thinking.

**ARTS065C**  
**Course Title:** Ceramics-Handbuilding III  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed are: Methods of Instruction and Distance Learning.
Units: 3  
Lecture: 2  
Laboratory: 1  
Work Experience: 0  

Grade Options: Letter Grade Methods; Pass/No Pass  

Advisory: NONE  
Prerequisite: NONE  
Co-requisite: NONE  

Course Description: This advanced course explores additional course content and further develops artistic skills including large-scale building, slip-casting, organic burn-out, and various firing techniques. The course gives students an opportunity to develop a critical awareness and vocabulary leading to independent critical thinking.

ARTS065D  
Course Title: Advanced Handbuilt Ceramics IV  
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

Justification: This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed are: Methods of Instruction and Distance Learning.

Units: 3  
Lecture: 2  
Laboratory: 1  
Work Experience: 0  

Grade Options: Letter Grade Methods; Pass/No Pass  

Advisory: NONE  
Prerequisite: NONE  
Co-requisite: NONE  

Course Description: This advanced course focuses on clay formulations, multi-part slip casting, kiln firing, and creating a consistent body of work with a focus on content and aesthetic. The course gives students an opportunity to develop a critical awareness and vocabulary leading to independent critical judgment.

ARTS067A  
Course Title: Ceramics-Potter’s Wheel  
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes
Justification: This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed are: Course Description, Methods of Instruction and Distance Learning.

Units: 3
Lecture: 2
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course is an introduction to wheel throwing and decoration techniques. It includes vocabulary and art theories as they relate to ceramics and a survey of ceramic artists and history. This course gives students an opportunity to develop awareness and vocabulary leading to critical thinking and exploration of the physical properties of clay for functional ware and creative expression.

ARTS081
Course Title: 3-Dimensional Design
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed are: Cover Info, Methods of Instruction, and Distance Learning.

Units: 3
Lecture: 2
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course focuses on theory and application of three-dimensional form in visual art and design. It provides studio practice in the fundamental elements and principles of designing objects in 3-dimensions. A variety of media is used.
ASLA060A
Course Title: American Sign Language I
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: An emergency addition of DE due to the pandemic COVID19. In addition, the following area have been modified: SLOs, course objectives, assignments, textbook, method of evaluation.

Units: 5
Lecture: 5
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course is designed for the development of and practice in elementary American Sign Language (ASL). It offers preparation for acquiring a visual gestural language; finger spelling; vocabulary; modeling and use of basic grammatical structure. It has a focus on beginning communication skills with emphasis on comprehension. Basic cultural aspects of deafness; historical and linguistic elements of sign language are covered also. The course is taught solely in American Sign Language.

ASLA060B
Course Title: American Sign Language II
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is an emergency addition of DE due to the pandemic COVID19. SLOs, Course Description, Course Objectives, Course Outline have also been modified.

Units: 5
Lecture: 5
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: ASLA060A
Co-requisite: NONE
Course Description: This course is designed to give students the opportunity to expand expressive and receptive skills in American Sign Language begun in ASL060A by providing vocabulary and grammar knowledge to achieve intermediate proficiency in the language and by offering materials to deepen their knowledge and understanding of Deaf culture and history. Topics covered include conversation strategies, opinions, complaints, arguments, storytelling-handshape stories, ASL stories, and community activities.

ASTR005
Course Title: Planetarium Astronomy
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: The course is being revised to add distance education as a method of instruction. Also, the textbook, course description and methods of evaluation are being updated.

Units: 2
Lecture: 2
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: Naked eye astronomy is taught using the planetarium as a space simulator and teaching tool. Students have the opportunity to find and recognize northern hemisphere constellations and identify their brightest stars. The motion of the starry skies including celestial viewing of moon and planets is studied. Telescopes and methods of analyzing starlight are introduced. A brief history of astronomy from an earth centered to expanding universe view is presented. Planetarium astronomy makes use of our campus planetarium and, when practical, visit(s) to Bay Area planetarium(s).

BIOL010
Course Title: Introduction to Biology
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a revision to add Distance Education as a modality (in response to Covid-19 shelter in place restrictions). Textbooks and the course description were also updated.

Units: 3
Lecture: 3
Laboratory: 0  
Work Experience: 0

**Grade Options:** Letter Grade Methods

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** BIOL010L

**Course Description:** This is an introductory course in general biology designed for non-science majors. Emphasis is on using critical thinking skills to understand and apply biological principles to the solution of everyday problems. Topics discussed include the scientific method, evolution, ecology, cell function and structure, cell energy, DNA and biotechnology, as well as how organisms interact with their internal and external environment. Concurrent enrollment in both BIOL 010/10L is required. Note: UC will accept credit for only one course, BIOL 010 or BIOL 011 as they meet same general education requirements. West Valley College will only allow students to take BIOL 010 or BIOL 011 not both.

<table>
<thead>
<tr>
<th><strong>BIOL010L</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Course Title:</strong> Introduction to Biology Lab</td>
<td></td>
</tr>
<tr>
<td><strong>Effective Term:</strong> Spring, 2021 for Distance Education and Fall, 2021 for all other changes</td>
<td></td>
</tr>
</tbody>
</table>

**Justification:** This is a revision to add Distance Education as a modality (in response to Covid-19 shelter in place restrictions). The prerequisite field and course description were also updated.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Letter Grade Methods

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** BIOL010

**Course Description:** This lab is a required co-requisite to the Biology 010 lecture course. This class is designed for non-science majors and supports concepts presented in lecture and provides a hands-on experience. Emphasis is on using critical thinking skills to understand and apply biological principles to better understanding topics in general biology. Concurrent enrollment in both BIOL 010/10L is required. Note: UC will accept credit for only one course, BIOL 010 or BIOL 011 as they meet same general education requirements. West Valley College will only allow students to take BIOL 010 or BIOL 011 not both.
**BIOL011**  
**Course Title:** Human Biology  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  
**Justification:** This is a revision to add Distance Education as a modality (in response to Covid-19 shelter in place restrictions) Methods of Instruction, Course Description, Methods of Evaluation, Assignments, and Textbooks were also updated.

**Units:** 4  
Lecture: 3  
Laboratory: 1  
Work Experience: 0  

**Grade Options:** Letter Grade Methods  

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE  

**Course Description:** This is an introductory course in general biology designed for non-science majors with an emphasis on the human body. Topics discussed include the scientific method, basic chemistry, genetics, cell structure and function, as well as how human systems interact with their internal and external environment. Laboratory work includes hands on application of concepts discussed in lectures through dissection, computer simulations and experimentation. Note: UC will accept credit for only one course, BIOL 010 or BIOL 011 as they meet same general education requirements. West Valley College will only allow students to take BIOL 010 or BIOL 011 not both.

---

**BIOL012**  
**Course Title:** Introduction to Ecology and Wildlife  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** This course is being updated to add distance education due to COVID19.

**Units:** 4  
Lecture: 3  
Laboratory: 1  
Work Experience: 0  

**Grade Options:** Letter Grade Methods  

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE
**Course Description:** This non major course is an introduction to the general ecological principles that integrate all life on earth, with special focus on wildlife populations and their natural history. Energy and material flows are covered, along with animal biology, behavior, population dynamics and human impact and management. Laboratory and field exercises emphasize investigative techniques used in scientific studies.

### BIOL013

**Course Title:** Natural History of California  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** This revision includes an updated course description, TOP code, adding DE, and an update to the texts.

**Units:** 3  
Lecture: 2  
Laboratory: 1  
Work Experience: 0  

**Grade Options:** Letter Grade Methods

**Advisory:** NONE

**Prerequisite:** NONE

**Co-requisite:** NONE

**Course Description:** This course explores the plant and animal communities of California. Students have the opportunity to learn about the biodiversity of California in both the classroom and field settings. Natural history, ecology, stewardship, and conservation of select regions of California are covered. Class meetings are supplemented by field trip(s). Students must successfully complete class preparatory requirements in order to participate in any overnight field trip(s). Students are responsible for transportation and costs associated with travel, meals, camping equipment and related field trip expenses.

### BIOL014

**Course Title:** California Plants and Animals  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** This revision includes an update to the lecture/lab content, course description, in addition to adding distance education due to COVID 19.

**Units:** 4  
Lecture: 3
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course is a general education course which introduces California plants and animals in an ecological context. An ecosystem approach is used to explain the geographic distribution of lifeforms and their community associations. This course also provides an introduction to the natural history of California with an emphasis on plants and animals. The most common life forms from the coast to the mountains to the desert are explored within the ecological context. This class is designed for non-majors.

BIOL018
Course Title: Marine Biology
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Other areas updated on the COR are: Methods of Instruction, assignments, textbooks.

Units: 4
Lecture: 3
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course is a survey of the biological principles of marine science. It is designed to acquaint the student with the natural history of the local coastline, the Monterey Bay and its adjoining areas. The use of oceanographic instruments and marine sampling devices, a descriptive survey of the flora and fauna as found in laboratory study and field trips, and the relationship of the ocean to man are also included.

BIOL036
Course Title: Animal Behavior
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This is a COVID-19 related revision to add distance education to the course. Methods of Instruction, Methods of Evaluation, and textbooks have also been updated.

**Units:** 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** Have you ever wondered why animals behave the way they do? This course explores different aspects of animal behavior ranging from the hardships of growing up, capturing food, escaping, migrating, navigating, communicating, making homes, competing for mates, courting, sex, taking care of offspring to the complex social behavior found in many animals.

**BIOL040**  
**Course Title:** Organismal Biology  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This revision includes updates for mandatory revision, updates to texts, and an addition to distance education due to COVID 19.

**Units:** 4  
Lecture: 3  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Letter Grade Methods

**Advisory:** NONE  
**Prerequisite:** MATH106 or 106R  
**Co-requisite:** NONE

**Course Description:** This course, intended for biology majors, is a survey of the basic biology and diversity of unicellular and multi-cellular organisms. It emphasizes general biological principles, classification, structure, function and evolutionary adaptations of organisms (including plants, fungi, animals, and unicellular organisms) to their environments.
**BIOL041**  
**Course Title:** Principles of Animal Biology  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** This is a COVID-19 related revision to add distance education to the course. The course Methods of Instruction, Methods of Evaluation, Assignments, Textbooks and requisite materials have also been updated.

**Units:** 5  
Lecture: 3  
Laboratory: 2  
Work Experience: 0  

**Grade Options:** Letter Grade Methods  

**Advisory:** BIOL043  
**Prerequisite:** BIOL010 or 011; MATH106 or 106R  
**Co-requisite:** NONE  

**Course Description:** This course is intended for biology majors and introduces the principles and concepts of animal biology. The material includes a survey of animal phyla and non-photosynthetic, single-celled, eukaryotic taxa and covers the comparative structure, function, and life cycles of animals, as well as principles of evolution, taxonomy, and systematics. Topics include development, morphology and physiology, phylogeny, and behavior of animals, as well as principles of evolution, mechanisms of evolutionary change, and speciation.

---

**BIOL042**  
**Course Title:** Principles of Plant Biology  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** This revision adds a distance education component and also includes updates of course description, textbook choices, course objectives and course SLOs.

**Units:** 5  
Lecture: 3  
Laboratory: 2  
Work Experience: 0  

**Grade Options:** Letter Grade Methods  

**Advisory:** BIOL043  
**Prerequisite:** MATH106 or 106R
Co-requisite: NONE

Course Description: This course for biology majors surveys basic principles of the plant sciences by examining all levels of biological organization. It covers comparative diversity, structure, and function of plant, fungal and protistan phyla. Topics include development, morphology and physiology, taxonomy, systematics, and evolution. Principles of population and community ecology and ecosystem interactions are emphasized. Laboratory activities include microscopic work, experimental physiology, and studies of biodiversity, natural history and ecology. Field trips to several ecosystems in the Bay Area provide numerous opportunities to study local flora.

BIOL043
Course Title: Principles of Cell Biology
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This revision includes an update to the textbooks, course description, and an addition of distance education.

Units: 5
Lecture: 3
Laboratory: 2
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: NONE
Prerequisite: CHEM001A; MATH106 or 106R; BIOL010 or 011
Co-requisite: NONE

Course Description: This course, intended for majors, covers principles and applications of prokaryotic and eukaryotic cell structure and function, taxonomy, viruses, biological molecules, homeostasis, cell reproduction and its controls, molecular genetics, genetic engineering, mitosis, cell metabolism including photosynthesis and respiration, cellular communication, and hypotheses of the origin of life. Laboratory exercises demonstrate lecture concepts, and offers practical experience in performing standard laboratory methods used in cell biology. The philosophy of science, methods of scientific inquiry and experimental design are foundational to the course. This course is designed to complete the preparation of the biology and pre-professional major for specialized upper division courses.

BIOL056
Course Title: Ecology of the Sierra Nevada
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This update includes an addition of distance education curriculum due to COVID19. Other updates include a change to the TOP code.
This course explores the natural history and ecology of the Sierra Nevada. This general education course includes an overview of the climate, evolutionary history, biogeography, community structure, natural history, and ecology of the plants, mammals, birds and insects of the Sierra Nevada range. Students also have the opportunity to gain an understanding of basic field techniques. This class is held in the field with required preliminary class meetings at West Valley College. Students are responsible for transportation and costs associated with travel, camping equipment, and related expenses.

**Course Description:**

This course explores the ecology of plant and animal communities. Students have the opportunity to learn about field ecology in both the classroom and outdoor settings. Preliminary class meetings are followed by a field trip(s). Students must successfully complete class preparatory requirements in order to participate in the field trip(s). Students are responsible for transportation and costs associated with travel, meals, camping equipment and related expenses.
**BIOL059**

**Course Title:** Climate Change  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This revision includes an addition of distance education due to COVID19.

**Units:** 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0

**Grade Options:** Letter Grade Methods

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** This non-major course is an introduction to the biology of climate change. Students have the opportunity to learn the basics of how climate change works with an overview of both natural and anthropogenic forces that drive climate patterns. This course reviews climate change data and the evidence of past and present climate patterns. Students have the opportunity to learn how evidence and models predict how climate change is impacting and will impact the environment, biodiversity and human society; and to learn about climate change policy and the future of climate change impacts by exploring mediation at the global, national, state, community and individual level.

---

**BUSN006**

**Course Title:** Negotiation Principles  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** Mandatory revision to comply with Title V. and the addition of distance education to the course. The course description was also edited.

**Units:** 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE
**Course Description:** This class helps students plan for negotiating situations that arise in business environments. Students are introduced to the negotiating process through the study of written materials, classroom discussions, and role-playing. Emphasis is placed on understanding communication dynamics, defining goals, establishing tactics, assessing one's bargaining power, and resolving disagreements and conflicts. Through one-on-one and group role-playing, students have hands-on experience gaining negotiating skills. This class also discusses ethical issues arising in negotiations and negotiating in a cross-cultural context.

<table>
<thead>
<tr>
<th>CHEM001A</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Course Title:</strong> General Chemistry</td>
</tr>
<tr>
<td><strong>Effective Term:</strong> Spring, 2021 for Distance Education and Fall, 2021 for all other changes</td>
</tr>
</tbody>
</table>

**Justification:** This is a revision to add distance education due to COVID19. This revision also includes an update to the textbook.

**Units:** 5  
Lecture: 4  
Laboratory: 1  
Work Experience: 0  

**Grade Options:** Letter Grade Methods  

**Advisory:** NONE  

**Prerequisite:** CHEM002; MATH106 or 106R  

**Co-requisite:** NONE

**Course Description:** This course covers the nature of matter and the changes it undergoes. Concepts covered include dimensional analysis, the structure of atoms, chemical equations, and stoichiometric calculations, properties of solutions, gas laws, calorimetry, Lewis structures, molecular geometry, oxidation-reduction, equilibrium, electron configurations and intermolecular forces.

<table>
<thead>
<tr>
<th>CHEM001B</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Course Title:</strong> General Chemistry</td>
</tr>
<tr>
<td><strong>Effective Term:</strong> Spring, 2021 for Distance Education and Fall, 2021 for all other changes</td>
</tr>
</tbody>
</table>

**Justification:** This revision includes an update to the course outline and an addition of distance education due to COVID19.

**Units:** 5  
Lecture: 4
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: NONE
Prerequisite: CHEM001A
Co-requisite: NONE

Course Description: This course is a continuation of CHEM 001A. The units of study will include solution equilibria, electrochemistry, thermodynamics, coordination compounds, and kinetics. The laboratory consists of data-driven analyses of chemical principals and techniques, including the synthesis of a variety of compounds.

CHEM002
Course Title: Introductory Chemistry
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: The revision includes an update to the outline and an addition of distance education due to COVID19.

Units: 4
Lecture: 3
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: NONE
Prerequisite: MATH106 or 106R
Co-requisite: NONE

Course Description: This course is an introduction to the fundamental principles of chemistry and includes atomic theory, chemical bonding, molecular structure, chemical reactions, stoichiometry, gas laws, liquids and solids, acids and bases, equilibrium, energy, and solution chemistry. The course stresses problem solving and is designed specifically to prepare the student for Chemistry 001A.

CHEM012A
Course Title: Organic Chemistry
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This revision includes an update to the outline and an addition of distance education due to COVID19.
Course Title: Organic Chemistry
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: The revision includes an addition of distance education due to COVID19.

Course Description: This course focuses on the fundamentals of organic chemistry with emphasis on underlying concepts. Modern laboratory techniques, including instrumental methods of structure determination are covered. Recommended for chemistry majors, chemical engineering majors, most biology majors, and for pharmacy, pre-medical and pre-dental students.

Course Title: Fundamentals of Chemistry
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Course Description: This is a continuation of Chemistry 12A. Chemistry 12B covers the fundamentals of organic chemistry with emphasis on families of organic compounds and the unique reactions they undergo; synthesis; reaction mechanisms; molecular structure and properties; modern laboratory techniques; and instrumental methods of structure determination. It is recommended for chemistry majors, chemical engineering majors, most biology majors, and for pre-medical and pre-dental students.
Justification: This revision includes an update to the outline and an addition of distance education due to COVID19.

Units: 4  
Lecture: 3  
Laboratory: 1  
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: NONE
Prerequisite: MATH106 or 106R  
Co-requisite: NONE

Course Description: This is an elementary course for non-science majors covering the basic principles of inorganic chemistry. It is especially designed for majors in the following four-year programs: Nursing, Physical Education, Administration of Justice, Psychology, Sociology, and Dental Hygiene. Not recommended for science majors.

CHEM030B
Course Title: Fundamentals of Chemistry
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This revision includes an update to the course outline and addition of distance education due to COVID19.

Units: 3
Lecture: 2
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: NONE
Prerequisite: CHEM002 or 030A
Co-requisite: NONE

Course Description: This course is a continuation of Chemistry 30A with emphasis in fields of organic and introductory biochemistry. Topics include an introduction to organic chemistry, DNA, RNA, important biological molecules and metabolic pathways.

CHEM050
| Course Title: Chemical Skills  
| Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes  
| Justification: This is a mandatory revision and includes an addition of distance education due to COVID19.  
| Units: 1  
| Lecture: 0  
| Laboratory: 1  
| Work Experience: 0  
| Grade Options: Letter Grade Methods; Pass/No Pass  
| Advisory: NONE  
| Prerequisite: NONE  
| Co-requisite: NONE  
| Course Description: This course is designed to strengthen the basic skills required in CHEM 001A. Topics covered include chemical problem solving with the following concepts: atomic structure and electron configurations, dimensional analysis, chemical formulas, chemical equations, stoichiometric calculations, solutions, gas laws, calorimetry, molecular geometry, oxidation-reduction, net ionic equations, intermolecular forces, equilibrium.

| CIST004A  
| Course Title: Computer Programming I (C++ Programming)  
| Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes  
| Justification: This course is being revised to add distance education.  
| Units: 4  
| Lecture: 4  
| Laboratory: 0  
| Work Experience: 0  
| Grade Options: Letter Grade Methods; Pass/No Pass  
| Advisory: MATH106 or 106R  
| Prerequisite: NONE  
| Co-requisite: NONE  
| Course Description: This is a foundation course emphasizing the concepts and methodologies of programming using the C++ language. Emphasis is on good programming style, object-oriented design, decomposition, encapsulation, abstraction, and testing. Example topics include memory allocation, flow
control, logic, objects, classes, methods and argument passing, control structures, and iteration. Students have the opportunity to learn programming, documentation and software testing skills, algorithmic problem-solving, programming methodologies, and to write and debug small to medium-sized programs.

**CIST004A1**

**Course Title:** Computer Programming I (Java)

**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being revised to add distance education.

**Units:** 4

- Lecture: 4
- Laboratory: 0
- Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** MATH106 or 106R

**Prerequisite:** NONE

**Co-requisite:** NONE

**Course Description:** This is a foundation course emphasizing the concepts and methodologies of programming using the Java language. Emphasis is on good programming style, object-oriented design, decomposition, encapsulation, abstraction, and testing. Example topics include memory allocation, flow control, logic, objects, classes, methods and argument passing, control structures, and iteration. Students have the opportunity to learn programming, documentation and software testing skills, algorithmic problem-solving, programming methodologies, and to write and debug small to medium-sized programs.

**CIST004B**

**Course Title:** Data Structures using Advanced C++

**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** The course is being revised to add distance education. Updates include changes to the course title, description and SAM code. The SLO changes are made per Computer Science Curricula 2013 Curriculum Guidelines for Undergraduate Degree Programs in Computer Science The Joint Task Force on Computing Curricula Association for Computing Machinery (ACM) IEEE Computer Society. This list of Learning Outcomes is as directed in the document. However, not all applicable SLO are listed here. When in doubt, refer to the ACM Curriculum guidelines.

**Units:** 4

- Lecture: 4
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: MATH106 or 106R
Prerequisite: CIST004A
Co-requisite: NONE

Course Description: This is a continuation of CIST 004A (Introduction to Computer Programming I-C++) intended for students majoring in CIS-Computer Science Option and/or planning to transfer to a 4-year college or university Computer Science program. CIST 004B introduces concepts of abstract data types, C++ classes, separate compilation, and information hiding. Topics in data structures (dynamic allocation, linked lists, stacks and queues, and binary trees), and sorting/searching algorithms are introduced. The course includes both lecture and programming in C++.

CIST004B1
Course Title: Data Structures using Advanced Java
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: The course is being revised to add distance education. Changes were made to the course description, title and SAM code. The SLO changes are made per Computer Science Curricula 2013 Curriculum Guidelines for Undergraduate Degree Programs in Computer Science The Joint Task Force on Computing Curricula Association for Computing Machinery (ACM) IEEE Computer Society. This list of Learning Outcomes is as directed in the document. However, not all applicable SLO are listed here. When in doubt, refer to the ACM Curriculum guidelines.

Units: 4
Lecture: 4
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: MATH106 or 106R
Prerequisite: CIST004A1
Co-requisite: NONE

Course Description: This course provides an introduction to data structures and analysis of algorithms including concepts of abstract data types, generics, separate compilation, information hiding, dynamic allocation, linked lists, stacks, queues, hashing, binary trees and graphs, as well as sorting and searching algorithms. The course includes both lecture and programming in Java. This is a continuation of CIST 004A1 intended for students majoring in Computer Science.
**CIST037**  
**Course Title:** C Programming  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** The course is being revised to add distance education.

**Units:** 4  
Lecture: 4  
Laboratory: 0  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE  
**Prerequisite:** CIST004A or 004A1  
**Co-requisite:** NONE

**Course Description:** The fundamentals of ANSI C language syntax, including C data types, statements (sequence, selection, and repetition), and standard C libraries are introduced in this course. Structured programming style using the C language is emphasized. Advanced topics such as structures, external files, bit manipulation, and pointers/dynamic allocation are also included.

---

**CIST039**  
**Course Title:** Microcomputer Assembler Programming  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** The course is being revised to add distance education. Changes include updates to the course description, SAM code, Methods of Instruction, Methods of Evaluation, Objectives, SLOs, textbooks, and units. The requisites were also changed. Rationale for unit increase in CIST039: The curriculum has been updated to follow the ACM curriculum. The ACM is an umbrella organization for academic and scholarly interests in computer science (informatics). We have expanded the contents of the CIST 039 course, mainly in the direction of hardware description of the relevant section per ACM recommendation. The increase in workload and the related homework for the students is the reason we are asking for an additional unit of work. The course was updated to match the current Computer Science Curriculum as specified in: Computer Science Curricula 2013 Curriculum Guidelines for Undergraduate Degree Programs in Computer Science December 20, 2013 The Joint Task Force on Computing Curricula Association for Computing Machinery (ACM) and the IEEE Computer Society.

**Units:** 4  
Lecture: 4
Course Description: This course introduces the fundamental concepts of computer organization and assembly language programming. It studies the basic Instruction Set Architecture and hardware of a modern computer processor. It explores how computer systems execute programs; the representation of characters, integers, and floating point values; and the manipulate data, working from a high level programming language down to the hardware. Topics also include the processor pipeline, memory hierarchy, and calling conventions. Programs will emphasize assembly language coding standards and debugging techniques.

COMM008
Course Title: Interpersonal Communication
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: There are several revisions we are making to the COMM 008 course: First, we added a DE component since we will be teaching the course online this Fall 2020 semester due to COVID19. Second, there are more current textbook editions available for the Interpersonal class, so we updated textbook options. Third, we modified course objectives to consolidate the number of objectives, include the context of workplace communication (to align with our new communication certificate), and to more closely reflect content from the course's C-ID. Fourth, after assessing COMM 008’s SLO this past semester, our department decided the SLO needs to be expanded to fully capture the course objectives of the class and to remove ambiguity. Thus, we have removed our prior SLO and have created two new SLOs that are more specific and focused. Lastly, we updated the course description to better reflect the content of the course.

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods
**Course Description:** This course is designed to help students analyze verbal and nonverbal transactions occurring in both personal and professional interpersonal contexts. It includes the study and application of various interpersonal communication skills in order to build healthier relationships, such as active listening, conflict management strategies, and identity construction within social and cultural contexts. This course gives students the opportunity to practically apply theory and research within their various interpersonal relationships.

<table>
<thead>
<tr>
<th>COMM020</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Course Title:</strong> Argumentation and Debate</td>
</tr>
<tr>
<td><strong>Effective Term:</strong> Spring, 2021 for Distance Education and Fall, 2021 for all other changes</td>
</tr>
</tbody>
</table>

**Justification:** Covid-19 Shelter in Place revision.

**Units:** 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0

**Grade Options:** Letter Grade Methods

**Advisory:** NONE  
**Prerequisite:** ENGL905  
**Co-requisite:** NONE

**Course Description:** This course emphasizes the methods and basic principles of critical inquiry, argument, advocacy, as well as classical and dialogical debate structures. Students are introduced to brief preparation, rhetorical theory, testing evidence, evaluating evidence sources, advancing reasoned positions, and effectively presenting and defending those positions. Analysis, presentation, and the evaluation of oral and written arguments are covered including identifying logical fallacies in reasoning and language. This course includes preparing and presenting two or more oral debates within the physical presence of the live classroom audience.

<table>
<thead>
<tr>
<th>DANCO01</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Course Title:</strong> Ballet: Beginning Level 1</td>
</tr>
<tr>
<td><strong>Effective Term:</strong> Spring, 2021 for Distance Education and Fall, 2021 for all other changes</td>
</tr>
</tbody>
</table>

**Justification:** This is a mandatory revision to update the class for Title V standards. This course is being revised to add DE. Textbook has been updated. Changes made in Specifications.

**Units:** 1  
Lecture: 0
Laboratory: 1
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE
**Prerequisite:** NONE
**Co-requisite:** NONE

**Course Description:** This course is an introduction to the discipline, aesthetics, traditions, and historical background of classical ballet at a beginning level. Previous ballet experience is not required at this level.

---

**DANC002**
**Course Title:** Ballet: Beginning Level 2
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This is a mandatory revision to update the class for Title V standards. This course is being revised to add DE. The description and Methods of Instruction were also updated.

**Units:** 1
Lecture: 0
Laboratory: 1
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE
**Prerequisite:** DANC001
**Co-requisite:** NONE

**Course Description:** This is the second course in the beginning level ballet sequence, designed a further introduction to the discipline, aesthetics, traditions, and historical background of classical ballet, building upon skills and knowledge developed in DANC001. An emphasis is placed on exploring the historical court dance forms of the Renaissance through the contemporary era.

---

**DANC003**
**Course Title:** Ballet: Intermediate Level 3
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being revised to add DE. Changes have been made to the Course Title, Course Description, SAM Code, Methods of Instruction and Objectives.
### DANCO04

**Course Title:** Ballet: Advanced Level 4  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** This is a mandatory revision to update the class for Title V standards. This course is being revised to add DE. Methods of Instruction, SAM Code and the Description were updated.

<table>
<thead>
<tr>
<th>Units: 1</th>
<th>Lecture: 0</th>
<th>Laboratory: 1</th>
<th>Work Experience: 0</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grade Options: <strong>Letter Grade Methods; Pass/No Pass</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Advisory: <strong>NONE</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Prerequisite: DANCO02</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Co-requisite: <strong>NONE</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Course Description:** This course is the third in the classical ballet sequence designed as a detailed study of the discipline, aesthetic traditions and historical background of ballet at the intermediate level, building upon skills and knowledge acquired in DANCO 001 and 002. New skills covered include pirouettes, sissone en pointe and turn combinations such as pique, soutenu, and chaines.

### DANCO007

**Course Title:** Choreography
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This course is being revised to add DE. Changes made to Specifications.

Units: 1
Lecture: 0
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course provides students an overview of the field of choreography and a study of the elements of dance composition as related to a specific form of dance, such as Jazz, Modern, Ballet, and Tap, based on individual student need. Emphasis is placed on creating masks, costumes, and props. Students participate in a community and college performance.

DANC011
Course Title: Jazz Dance: Beginning Level 1
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a mandatory revision to update for Title V standards. This course is being revised to add DE. Textbook has been updated. Changes have been made to the Description, Lab Outline, Assignments and Method of Instruction.

Units: 1
Lecture: 0
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This is the first of four courses in jazz dance. This course introduces the student to the historical role of jazz dance and emphasizes the learning of basic jazz dance technique including isolation exercises and introduction to basic rhythms. Through basic movement sequences, choreographic studies, viewings and discussions, this course concentrates on technique, style,
improvisation, and composition. The course involves significant physical study. The primary objective of this class is to build competence in basic jazz dance technique and terminology and to develop an appreciation of the historical role of jazz dance in America.

**DANC012**

**Course Title:** Jazz Dance: Beginning Level 2  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being revised to add DE. Also, changes were made to the Description, Methods of Instruction, and the Outline.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE  
**Prerequisite:** DANC011  
**Co-requisite:** NONE

**Course Description:** This is the second of four courses in jazz dance. This course focuses on learning and refining beginning to intermediate jazz dance technique building upon skills learned in DANC 011, including movement isolation, traveling sequences, and syncopated rhythms. Through technique, choreography, film viewings and discussions, this course reinforces jazz dance technique, style, and finesse. The course involves significant physical study. The primary objective of this class is to refine competence in beginning jazz dance technique and terminology and to foster an appreciation of aesthetic principles.

**DANC013**

**Course Title:** Jazz Dance: Intermediate Level 3  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being revised to add DE. Changes were made to Methods of Instruction, Assignments, and the Outline. The course title, description and SAM code were updated.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0
**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE

**Prerequisite:** DANCO12

**Co-requisite:** NONE

**Course Description:** This is the third of four courses in jazz dance. This course builds upon skills learned in DANCO11 and 012, and provides students with the opportunity to increase and refine performance techniques and knowledge in the various styles of the jazz idiom at the intermediate level. Technique in this course concentrates on floor sequences emphasizing deep contraction and increased stretch, center exercises with changes of level, multiple leaping and turning traveling combinations, simultaneous isolation techniques, and performance to syncopated rhythms.

**DANCO14**

**Course Title:** Jazz Dance: Advanced Level 4

**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being revised to add DE. Changes made in Specifications. The course title and SAM Code, Description, Methods of Instruction, Assignments, and Outline were also updated.

**Units:** 1

Lecture: 0
Laboratory: 1
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE

**Prerequisite:** DANCO13

**Co-requisite:** NONE

**Course Description:** This is the last of four courses in jazz dance. Through advanced exercises, choreography, film viewing and discussions this course concentrates on technique, style, and finesse, building on skills learned in DANCO11, 012 and 013. The primary objective of this class is to build competence in advanced jazz dance technique using syncopation to develop a nuanced appreciation of aesthetic principles in jazz dance. Technical skills include increased ability to perform multiple pirouettes and chaîné turns, fan and hitch kicks, axle jumps, a variety of leaps, falls, coordinated isolations, and intricate combinations which challenge the advanced dancer.

**DANCO21**

**Course Title:** Modern Dance: Beginning Level 1

**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes
Justification: This course is being revised to add DE. Changes were made in the Description and Methods of Instruction and Assignments.

Units: 1
Lecture: 0
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This is the first of four courses in modern dance. This course introduces the student to the historical background of modern dance, elements of dance composition, and emphasizes basic modern dance technique. The course involves significant physical study including floor and center movement sequences, traveling sequences and basic choreographic exercises. Through the practice of modern dance technique, film viewing and discussions, the primary objective of this course is to build competence in basic technique and terminology, to develop an appreciation of the role of modern dance in America, and to foster an appreciation of aesthetic principles.

DANC022
Course Title: Modern Dance: Beginning Level 2
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This course is being revised to add DE. Changes were made to the Description and Specifications.

Units: 1
Lecture: 0
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: DANC021
Co-requisite: NONE

Course Description: This is the second of four courses in modern dance. Through the practice of modern dance technique, choreographic studies, film viewing and discussions, this course builds on skills learned in DANC021 and further develops the student’s performance abilities and historical understanding in the
field of modern dance. The primary objective of this course is to foster an appreciation of aesthetic principles, and to build competence in dance technique at the beginning 2 level, with a focus on techniques of contraction and release, fall and recovery, floor patterns and quality of movement.

| Course Title: Modern Dance: Intermediate Level 3 |
| Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes |

| Justification: This course is being revised for DE. Changes were made in Methods of Instruction, Assignments, and the Outline. The course title, SAM code, and Description were updated. |

| Units: 1 |
| Lecture: 0 |
| Laboratory: 1 |
| Work Experience: 0 |

| Grade Options: Letter Grade Methods; Pass/No Pass |

| Advisory: NONE |
| Prerequisite: DANC022 |
| Co-requisite: NONE |

| Course Description: This is the third of four courses in modern dance. Through the practice of modern dance technique, choreographic studies, film viewing and discussions, this course builds on skills learned in DANC021 and DANC022 and further refines the student’s technical abilities and historical understanding in the field of modern dance. The primary objective of this course is to foster an understanding of Laban’s movement analysis principles, and to increase flexibility, balance, strength and agility in the performance of both lyrical and dramatic choreographic studies at the intermediate level. |

| Course Title: Modern Dance: Advanced Level 4 |
| Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes |

| Justification: This course is being revised to add DE. Changes made in Specifications. The course title, SAM code and description were changed. |

| Units: 1 |
| Lecture: 0 |
| Laboratory: 1 |
| Work Experience: 0 |

| Grade Options: Letter Grade Methods; Pass/No Pass |
Advisory: NONE  
Prerequisite: DANC023  
Co-requisite: NONE  

Course Description: This is the last of four courses in modern dance. Designed for the advanced level modern dance student, this course builds on skills learned in DANC021, DANC022 and DANC023 and further refines the student’s technical abilities in modern dance focusing on movement phrases which include complex arabesque, jumps, sissone, split leaps, turns and leaps into rolls that travel, axial movements, and falls and recoveries into jumps. Through the development and performance of modern dance studies at the advanced level, including improvisation as a compositional strategy, this course reinforces the understanding of the choreographic process.

DANC031  
Course Title: Tap for Musical Theatre: Beginning Level 1  
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

Justification: This course is being revised to add DE. Changes made in Specifications.

Units: 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0  

Grade Options: Letter Grade Methods; Pass/No Pass  
Advisory: NONE  
Prerequisite: NONE  
Co-requisite: NONE  

Course Description: This course introduces the student to the historical role of tap dance in musical theater and emphasizes the learning and refining of basic tap technique. Through exercises, choreography, and discussions, this course concentrates on technique, style, and finesse. The course involves significant physical study. The primary objective of this class is to build competence in basic tap dance technique and terminology and to develop an appreciation of the role of tap dance in musical theater.

DANC032  
Course Title: Tap for Musical Theatre: Beginning Level 2  
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

Justification: This course is being revised to add DE. Changes made in Methods of Instruction.
### DANC033

**Course Title:** Tap for Musical Theatre: Intermediate Level 3  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being revised to add DE. Changes made in Methods of Instruction. The course title and SAM code were changed.

<table>
<thead>
<tr>
<th>Units: 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lecture: 0</td>
</tr>
<tr>
<td>Laboratory: 1</td>
</tr>
<tr>
<td>Work Experience: 0</td>
</tr>
</tbody>
</table>

**Grade Options:** Letter Grade Methods; Pass/No Pass 

**Advisory:** NONE  
**Prerequisite:** DANC032  
**Co-requisite:** NONE 

**Course Description:** This course focuses on learning and refining intermediate tap technique as applied to musical theater, building upon skills learned in DANC 031 and 032. This course concentrates on three beat and four beat steps, exercises that focus on line of the body and includes an introduction to tap improvisation.

### DANC034

<table>
<thead>
<tr>
<th>Units: 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lecture: 0</td>
</tr>
<tr>
<td>Laboratory: 1</td>
</tr>
<tr>
<td>Work Experience: 0</td>
</tr>
</tbody>
</table>

**Grade Options:** Letter Grade Methods; Pass/No Pass 

**Advisory:** NONE  
**Prerequisite:** DANC031  
**Co-requisite:** NONE 

**Course Description:** This course focuses on learning and refining beginning to intermediate tap technique for musical theater, building upon skills learned in DANC 031. Through exercises, choreography in vaudeville, lyric and clogging styles, and discussions, this course reinforces beginning technique, style, and finesse. The course involves significant physical study. The primary objective of this class is to refine competence in beginning tap dance technique and terminology and to foster an appreciation of aesthetic principles.
**Course Title:** Tap for Musical Theatre: Advanced Level 4  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being revised to add DE. Changes made in Methods of Instruction. The course title and SAM code were also changed.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE  
**Prerequisite:** DANC033  
**Co-requisite:** NONE

**Course Description:** This course focuses on learning and refining advanced tap dance technique for musical theater. Through advanced exercises, choreography, and discussions, this course concentrates on technique, style, and finesse, building on skills learned in DANC 031, 032 and 033. The primary objective of this class is to build competence in advanced tap dance technique using polyrhythmic steps and syncopation to develop a nuanced appreciation of aesthetic principles.

---

**Course Title:** Ballroom and Latin Dance: Beginning  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being revised to add DE. Changes made in Methods of Instruction.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** This course focuses on beginning Ballroom and Latin dance techniques and performance. Beginning level steps and performance techniques from Tango, Waltz, Rumba, Cha-Cha,
Foxtrot, Paso Doble, Night Club 2-Step, and current popular dances are covered. Individuals are encouraged to attend. A partner is not required.

<table>
<thead>
<tr>
<th>DANC042</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Course Title:</strong> Ballroom and Latin Dance: Intermediate</td>
</tr>
<tr>
<td><strong>Effective Term:</strong> Spring, 2021 for Distance Education and Fall, 2021 for all other changes</td>
</tr>
<tr>
<td><strong>Justification:</strong> This course is being revised to add DE. Changes made in Methods of Instruction.</td>
</tr>
<tr>
<td><strong>Units:</strong> 1</td>
</tr>
<tr>
<td>Lecture: 0</td>
</tr>
<tr>
<td>Laboratory: 1</td>
</tr>
<tr>
<td>Work Experience: 0</td>
</tr>
<tr>
<td><strong>Grade Options:</strong> Letter Grade Methods; Pass/No Pass</td>
</tr>
<tr>
<td><strong>Advisory:</strong> NONE</td>
</tr>
<tr>
<td><strong>Prerequisite:</strong> DANC041</td>
</tr>
<tr>
<td><strong>Co-requisite:</strong> NONE</td>
</tr>
<tr>
<td><strong>Course Description:</strong> This course focuses on intermediate Ballroom and Latin dance techniques and performance. Emphasis is placed on styling and musical interpretation. Intermediate level steps consisting of additional performance techniques from the Tango, Waltz, Quick Step, International Rumba, Paso Doble, Cha-cha, Samba, Viennese Waltz, Foxtrot, Night Club 2-Step, and West Coast Swing are covered. Individuals are encouraged to attend. A partner is not required.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>DANC043</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Course Title:</strong> Ballroom and Latin Dance: Advanced</td>
</tr>
<tr>
<td><strong>Effective Term:</strong> Spring, 2021 for Distance Education and Fall, 2021 for all other changes</td>
</tr>
<tr>
<td><strong>Justification:</strong> This course is being revised to add DE. Changes made in Methods of Instruction. The SAM code was also updated.</td>
</tr>
<tr>
<td><strong>Units:</strong> 1</td>
</tr>
<tr>
<td>Lecture: 0</td>
</tr>
<tr>
<td>Laboratory: 1</td>
</tr>
<tr>
<td>Work Experience: 0</td>
</tr>
<tr>
<td><strong>Grade Options:</strong> Letter Grade Methods; Pass/No Pass</td>
</tr>
<tr>
<td><strong>Advisory:</strong> NONE</td>
</tr>
<tr>
<td><strong>Prerequisite:</strong> DANC042</td>
</tr>
</tbody>
</table>
**Co-requisite:** NONE

**Course Description:** This course focuses on advanced ballroom and Latin dance techniques and performance. Full bronze and silver syllabus steps and performance techniques from Argentine Tango, Tango, International Waltz, American Rumba, International Cha-Cha, International Foxtrot, Samba and other currently popular dances are covered. Individuals are encouraged to attend. A partner is not required.

---

**DANC044**

**Course Title:** Lindy Hop & Swing  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being revised to add DE. Changes made in Methods of Instruction.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** This course focuses on steps, patterns, style, and music for Swing and Lindy Hop dances which were popular during WWI and WWII.

---

**DANC060**

**Course Title:** Studio Dance Production  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being revised to add DE. Changes made in Methods of Instruction.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE
**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** This course provides dance students with an opportunity to develop the technical skills necessary to produce dance programs in a studio theater. Students are given an opportunity to choreograph dances in their area of emphasis, as well as design costumes, makeup, and lighting for a performance in a studio theater.

| ENGL080  
| **Course Title:** Voices: The Literary Arts Magazine  
| **Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  
| **Justification:** ENGL080 is being revised to add the Distance Education components.  
| **Units:** 2  
| **Lecture:** 2  
| **Laboratory:** 0  
| **Work Experience:** 0  
| **Grade Options:** Letter Grade Methods; Pass/No Pass  
| **Advisory:** ENGL905 or ENGL905X  
| **Prerequisite:** NONE  
| **Co-requisite:** NONE

**Course Description:** This course provides instruction and training in the managing, editing, printing, and distribution of a literary arts journal or magazine. The class participants will constitute the staff of the magazine/journal.

| ENGL081  
| **Course Title:** Voices: Intermediate Literary Arts Magazine  
| **Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  
| **Justification:** ENGL081 is being revised to add the Distance Education component. Requisite Content Review, Methods of Instruction and textbooks were also updated.  
| **Units:** 2  
| **Lecture:** 2  
| **Laboratory:** 0  
| **Work Experience:** 0  
| **Grade Options:** Letter Grade Methods; Pass/No Pass
**Advisory:** ENGL905 or 905X  
**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** This course offers students the opportunity to participate in the final production of Voices Literary Arts Magazine, West Valley's student literary journal. It provides intermediate practical workshop training in running, producing, and collaborating on Voices. This course focuses on selecting submissions and editing manuscripts; designing and laying out journal content; and finalizing production and the printing of an issue of Voices. Class members constitute the editorial staff of Voices.

<table>
<thead>
<tr>
<th>ENGL903</th>
</tr>
</thead>
</table>
| **Course Title:** Basic Grammar and Sentence Structure  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  
**Justification:** Mandatory revision and updated DE for Covid-19 Emergency. There are changes to textbooks, Assignments, Method of Instruction, Methods of Evaluation, and Objectives and Outcomes.  
**Units:** 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0  
**Grade Options:** Pass/No Pass  
**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE  
**Course Description:** This course provides a basic foundation for developing college-level writing skills. Students in this course have the opportunity to improve grammar, sentence structure, and vocabulary while developing strategies for writing well-structured paragraphs. The course also addresses the reading/writing connection and employs a process-centered approach to writing college-level paragraphs and introduces the components of college essays. |

<table>
<thead>
<tr>
<th>FDAT020</th>
</tr>
</thead>
</table>
| **Course Title:** Couture Embellishment  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  
**Justification:** This course is being revised to add distance education due to Covid-19.  
**Units:** 3  
Lecture: 3 |
Laboratory: 0  
Work Experience: 0  

**Grade Options:** Letter Grade Methods; Pass/No Pass  

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE  

**Course Description:** This course provides students the opportunity to learn embellishment techniques used in the couture fashion industry and explore their use for the enhancement of contemporary designs.

---

**FDAT030**  
**Course Title:** Introduction to Fashion Design  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** This is a revision to add distance education to this course because of shelter in place restrictions due to COVID-19. Areas changed are: Course Description, Methods of Instruction, and Distance Learning.

**Units:** 3  
**Lecture:** 3  
**Laboratory:** 0  
**Work Experience:** 0  

**Grade Options:** Letter Grade Methods; Pass/No Pass  

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE  

**Course Description:** This course presents general information about the global fashion industry, fashion change, environmental issues, and the process of apparel design and production. Career opportunities and requirements for employment within the fashion industry are explored.

---

**FDAT032**  
**Course Title:** History of Fashion  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed are: Cover Info, Methods of Instruction, and Distance Learning.
Course Description: This class covers the historical development of Western fashions/costumes with emphasis on the period from 1660 to the present. The effect of a historical period on the fashions of the times is explored with an emphasis on the relationship between past eras and today’s fashion. Students have the opportunity to study the careers of major twentieth century designers and their contribution to the field of fashion.

FDAT044
Course Title: Fashion Drawing
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a revision to add distance education to this course because of shelter in place restrictions due to COVID-19. Areas changed are: Cover Info, Methods of Instruction, and Distance Learning.

Course Description: This course introduces the techniques for drawing apparel. These techniques include principles of fashion figure proportion, garment styling, and fabric rendering. Basic fashion figures called “croquis” forms are used to draw apparel in the flat and the three dimensional form. This course is essential for anyone entering any apparel design career and is helpful to those entering an apparel manufacturing or patternmaking career.
FDAT051  
**Course Title:** Basic Apparel Construction  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** This course is revised to add distance education due to Covid-19.  

**Units:** 3  
Lecture: 2  
Laboratory: 1  
Work Experience: 0  

**Grade Options:** Letter Grade Methods; Pass/No Pass  

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE  

**Course Description:** This course provides students the opportunity to use basic industry standard construction techniques and sequences for mass production of apparel. Working in a mock-factory setting, students have the opportunity to operate and maintain sewing equipment while completing several basic garments.

FDAT052A  
**Course Title:** Fabric Analysis 1  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** The course is being revised to add Distance Education.  

**Units:** 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0  

**Grade Options:** Letter Grade Methods; Pass/No Pass  

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE  

**Course Description:** Fabric information applicable to apparel and other textile related products are presented with emphasis on the analysis of fibers, yarns, fabric construction, coloration and finishes as they relate to textile end products. The course provides students the opportunity to perform hands-on experiments to reinforce basic information and expand working knowledge of fabrics.
FDAT052B
Course Title: Fabric Analysis 2
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a revision to add distance education to this course because of shelter in place restrictions due to COVID-19. Areas changed are: Methods of Instruction, and Distance Learning.

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: FDAT052A
Co-requisite: NONE

Course Description: This course is a continuation of FDAT 052A. Woven, knit, and printed fabrics as well as textile innovations are studied in depth. Textile testing, labeling, regulations and environmental concerns are also covered. Emphasis is placed on understanding fabric’s behavior, durability, performance and the criteria for selecting appropriate fabrics for apparel.

FDAT055
Course Title: Apparel Manufacturing
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed are: SAM Code, Methods of Instruction, and Distance Learning.

Units: 3
Lecture: 2
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE
**Course Description:** This course is an introduction to the industrial process of apparel manufacturing including garment construction and assembly techniques, factory methods of mass production, operation of industrial power equipment, and the processes of work flow and production management.

**FDAT056**

**Course Title:** Patternmaking 1  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being revised to add distance education due to Covid-19. The following areas were updated: Methods of Instruction and Distance Education.

**Units:** 3  
**Lecture:** 2  
**Laboratory:** 1  
**Work Experience:** 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** This course covers the methods of creating flat patterns for workroom sample garments using fashion industry professional patternmaking techniques. Students have the opportunity to create style variations by manipulating basic pattern blocks. Students also have the opportunity to transfer designs from sketches into usable first sample patterns for apparel production.

**FDAT057**

**Course Title:** Patternmaking 2  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed are: Cover Info, Methods of Instruction, and Distance Learning.

**Units:** 3  
**Lecture:** 2  
**Laboratory:** 1  
**Work Experience:** 0

**Grade Options:** Letter Grade Methods; Pass/No Pass
Advisory: NONE  
Prerequisite: FDAT056  
Co-requisite: NONE

Course Description: This course is a continuation of Patternmaking 1. Advanced flat patternmaking techniques are emphasized for both woven and knit fabrics. Students have the opportunity to create style variations for sportswear and outerwear designs using basic patterns drafted from measurements. Students also have the opportunity to develop, construct and test first patterns and sample garments to fit on industry dress forms. All projects are produced using industry dress forms and industry equipment in the Fashion Design lab.

FDAT058  
Course Title: Fashion Draping  
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This course is being revised to add distance education due to Covid-19. The following areas were updated: Methods of Instruction and Distance Education.

Units: 3  
Lecture: 2  
Laboratory: 1  
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE  
Prerequisite: NONE  
Co-requisite: NONE

Course Description: This course covers the three-dimensional method of creating workroom sample patterns using fashion industry professional draping techniques. Students have the opportunity to drape designs in muslin and fashion fabric on standard industry dress forms then transfer them into first patterns for apparel production. Students also have the opportunity to construct sample garments.

FDAT066  
Course Title: Technical Design  
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a revision to add distance education to this course because of shelter in place restrictions due to COVID-19. Areas changed are: Methods of Instruction, and Distance Learning.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Effective Term</th>
<th>Justification</th>
</tr>
</thead>
<tbody>
<tr>
<td>FDAT070</td>
<td>Elements &amp; Principles of Design</td>
<td>Spring, 2021 for Distance Education and Fall, 2021 for all other changes</td>
<td>This is a revision to comply with the State mandate and to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed are: Outline, Methods of Instruction, and Distance Learning.</td>
</tr>
<tr>
<td>FDAT076</td>
<td>Creative Apparel Design</td>
<td>Spring, 2021 for Distance Education and Fall, 2021 for all other changes</td>
<td>This course introduces students to the basic design elements and principles as they apply to fashion design. The effect of silhouette, proportion, line and color are explored with the emphasis on developing an aesthetic awareness of good design.</td>
</tr>
</tbody>
</table>
Justification: This is a revision to add distance education to this course because of shelter in place restrictions due to COVID-19. Areas changed are: Methods of Instruction, and Distance Learning.

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: FDAT056 and 058
Prerequisite: FDAT 044, 052A, 070
Co-requisite: NONE

Course Description: This course explores the creative process of apparel design and the development of groups and collections. Students have the opportunity to learn the process of designing for specific markets, seasons, and price categories, and to develop designs within their chosen area of interest. Methods of organizing and presenting design concepts are stressed.

FDAT082
Course Title: Sustainable Design
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a revision to comply with the State mandate and to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed are: Cover Info, Methods of Instruction, and Distance Learning. The prerequisite, FDAT 030, was changed to an advisory.

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: FDAT030
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course introduces students to the philosophical and practical principles of sustainable design and its application to the global fashion apparel and textile industry. Environmental issues and sustainable design principles are emphasized in order to provide a foundation for evaluating materials, processes and methods related to environmentally responsible fashion and textile production.
By following the global production of apparel, students discover the implications of design decisions on the environment.

**FDAT084**  
**Course Title:** Fashion Design Internship  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This is a revision to add distance education to this course because of shelter in place restrictions due to COVID-19. Areas changed are: Cover Info, Methods of Instruction, and Distance Learning.

**Units:** 3  
Lecture: 0  
Laboratory: 0  
Work Experience: 3

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** FDAT056, 052A, 044 and 030.  
**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** This course provides students with the opportunity to apply knowledge/skills learned in the Fashion Design Program through an internship in an apparel firm or design department under the supervision of a fashion professional. The course provides the opportunity for direct industry experience as well as a forum to discuss various aspects of employment in the apparel industry. Each Internship must focus on a different company or department to provide a unique learning opportunity.

**FDAT087**  
**Course Title:** CAD: Technical Drawings and Specifications  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This is a revision to comply with the State mandate and to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed are: Course Description, Methods of Instruction, Textbook, and Distance Learning.

**Units:** 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass
Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course covers the methods of creating flat sketches and technical drawings for apparel and basic textile designs using common computer aided design programs. Techniques for creating specification sheets, layouts, and presentations are also covered. This course is appropriate for students who want to create flat drawings, technical drawings, and background images in any of the following disciplines: apparel design, desktop publishing, graphic arts/design, digital arts, fine arts, and multimedia.

GERM001A
Course Title: Beginning German
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: An emergency addition of DE due to the pandemic COVID19.

Units: 5
Lecture: 5
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course covers the fundamentals of the German language within a cultural context. This is a proficiency-based course that emphasizes the acquisition and development of communicative skills (comprehension, speaking, reading, and writing) and the understanding of German-speaking cultures.

HIST004B
Course Title: Western Civilization II: 1500 CE to Present
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: Emergency DE Addendum due to COVID. Changes were made to the course description.

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: History 004B is a survey of the political, social, economic and cultural development of western civilization from 1500 to the present. The course starts with the Reformation, English Revolution, the Scientific Revolution/Enlightenment and the French Revolution. The course continues with the rise of nationalism, socialism, and imperialism in the 19th century, while World Wars I and II, the Russian Revolution, fascism/Nazism, the Cold War, and the contemporary age are features for the 20th and 21st centuries.

HIST005A
Course Title: World History: Prehistory to 1500
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: Emergency DE Addendum for COVID.

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course provides a comparative, interactive investigation and analysis of World History as related to the development of the modern world. Five geographic regions surveyed include: Asia/Pacific Islands, Africa, Europe, North America and South America. Students are introduced to the major historical trends and developments in World History from Prehistory to 1500. The methods of historical analysis and interpretation are addressed through survey of cultural, economic, political, social and technological similarities and differences between civilizations. The course examines issues relevant to understanding race, culture, class, ethnicity, gender, religion, disabilities and sexualities in human societies through World History.

HIST012
**Course Title:** African American History  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** Emergency DE Addendum for COVID.  

**Units:** 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0  

**Grade Options:** Letter Grade Methods; Pass/No Pass  

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE  

**Course Description:** This course surveys the political, economic, and social developments of African-Americans from the 1619 to the present. Topics include Africans before European contact and slavery in the US, abolitionism, the Civil War, Reconstruction, the rise and resistance to Jim Crow, WWI, WWII, the Civil Rights movement, and the present state of African-Americans.

---

**HIST014**  
**Course Title:** History of the Native North Americans  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** Emergency DE Addendum for COVID. Changes were also made to the course description.  

**Units:** 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0  

**Grade Options:** Letter Grade Methods; Pass/No Pass  

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE  

**Course Description:** This course is a history of Native Americans who lived in the area that is now the United States from pre-European settlement to the present day. It includes the primary political, economic and social factors of American historical development, emphasizing their effects on Native Americans. In conjunction with this historical perspective, the course stresses the ecological lifestyle of Native Americans.
HIST020
Course Title: History and Geography of California
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This course was revised to add Distance Education due to the shelter in place order.

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course examines historical qualities that make California geographically and historically unique, including race and ethnicity, class and gender conflict, state and local politics, and economics from the pre-Spanish missionization period up to the present day.

HSCI003
Course Title: CPR / AED - Basic Life Support for Providers and Professionals
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a full course revision. Distance Learning has been added as a result of COVID 19 restrictions. There is a minor modification to the course description: added the acronym "BLS" in the last sentence of the course description. There is a minor modification to the course title: Previous course name: CPR / AED - Basic Life Support for Professionals and Providers New course name: CPR / AED - Basic Life Support for Providers and Professionals.

Units: 0.5
Lecture: 0.5
Laboratory: 0
Work Experience: 0

Grade Options: Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE
Course Description: This course is designed for individuals with a professional duty to respond to emergencies, including healthcare professionals and other personnel in a wide variety of in-facility and prehospital settings. The course focuses on the cardiac chain of survival, and how to recognize and respond to cardiac and respiratory emergencies for the adult, child, and infant. Additional topics include the principles and application of one and two person CPR and the Automated External Defibrillator, the Bag-Value-Mask, victim and rescuer safety, the prevention of disease transmission, and team dynamics. Successful completion leads to certification in "BLS - Basic Life Support for Providers" of the American Heart Association.

HTCH001
Course Title: Introduction to Health Care
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: Due to the COVID-19 pandemic, this course is being revised by adding Distance Education as a method of instruction. The course textbook has been updated.

Units: 1
Lecture: 1
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course is a survey of the health care delivery system and the development of health care ancillary fields. It is recommended that students take this during their first semester in the Health Care Technologies Department.

HTCH004
Course Title: Structure and Function of the Human Body
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: COVID-19 revision to change to Distance Education Due to the COVID-19 pandemic, this course is being revised by adding Distance Education as a method of instruction. Other edits include updates to the course description. This is a two-year mandatory CTE program revision with a textbook change.
Course Description: This course is designed specifically for, but not limited to, students in the Health Care Technology programs. Students have the opportunity to learn the basic anatomical and physiological components associated with each body system.

HTCH054A
Course Title: Internship for Health Care Technologies
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This course revision includes the addition of Distance Education as a method of instruction and a new SAM Code.

Units: 2
Lecture: 0
Laboratory: 0
Work Experience: 2

Grade Options: Pass/No Pass

Advisory: NONE
Prerequisite:
Co-requisite: NONE

Course Description: This internship course provides students with the opportunity to acquire practical experience, under supervision, in a physician’s office or clinic with critique.
INTD010
Course Title: Elements and Principles of Interior Design
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. This also a Mandatory revision. Areas changed are: Cover Info, Methods of Instruction, and Distance Learning.

Units: 3
Lecture: 2
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: The course is intended to provide students with the knowledge of conceptual design elements which are applied to designing interior spaces in subsequent interior design courses.

INTD020
Course Title: Color Theory and Application
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed are: Methods of Instruction, and Distance Learning.

Units: 3
Lecture: 2
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course is an introduction to design fundamentals and basic principles of color related to interior design. Laboratory experiences include two and three dimensional color projects in different media.
INTD022

Course Title: Finish Materials, Estimating and Costing

Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed are: Course Description, Methods of Instruction, and Distance Learning.

Units: 3

Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course addresses the study and application of interior design materials and finishes with related topics including content, characteristics, production, standards, and codes. The course also covers the processes and techniques of specifying, estimating, and costing materials related to finishes and furnishings used in interior spaces.

INTD028

Course Title: Interior Construction and Building Systems

Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This mandatory revision complies with Title V requirements. This is also a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed are: Methods of Instruction, Textbooks, and Distance Learning.

Units: 3

Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE
**Course Description:** This course is an overview of systems used in the construction of interior environments. The content includes such building systems as floors, ceilings, and doors as well as systems developed for providing safety and comfort (plumbing, HVAC, lighting, and acoustics). Students have the opportunity to practice research techniques regarding the subject matter.

**INTD029**
**Course Title:** Green and Sustainable Design
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed are: Methods of Instruction, and Distance Learning.

**Units:** 3
Lecture: 3
Laboratory: 0
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE
**Prerequisite:** NONE
**Co-requisite:** NONE

**Course Description:** This course introduces students to the history, philosophy, and principles of environmentally responsible design. Through the study of local, national, and international research of green and sustainable design, the implications of design decisions on the environment and living beings are explored. Research and evaluation of green and sustainable products, components, processes, and construction are conducted.

**INTD032**
**Course Title:** Graphics Techniques for Interior Design
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed are: Course Description, Methods of Instruction, and Distance Learning.

**Units:** 3
Lecture: 2
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: The course introduces the tools and techniques necessary for drafting, sketching, drawing, and rendering for interior spaces. Plans, elevations, one point and two point perspectives are drawn using detailed methodology. Emphasis is on lettering, measuring techniques, scale problems, use of architectural graphic standards, and techniques for drawing two and three dimensional views of interiors and furnishings. There is a focus on use of appropriate drawing methods and media for phases of the interior design process including conceptualization.

INTD036
Course Title: History of Interior Design
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed are: Course Description, Methods of Instruction, and Distance Learning.

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course explores the history and principle styles of interiors, furniture, and related decorative arts from antiquity to the present. The course will demonstrate the connection between world history, architecture, and interior design as visual expressions of time and culture.

INTD040
Course Title: Residential Design
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes
Justification: This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. This is also a Mandatory Revision: areas changed are: Faculty Requirements, Methods of Instruction, and Distance Learning.

Units: 3
Lecture: 2
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: NONE
Prerequisite: INTD050
Co-requisite: NONE

Course Description: This course covers planning and design for interior spaces, with emphasis on the residential environment. Projects include design theory research, design concept development, and implementation in residential spaces. Students produce design documents including scaled drawings and renderings, specifications, and design models.

INTD045

Course Title: Professional Practice
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed are: Methods of Instruction, and Distance Learning.

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: INTD022 and 005, and INTD 029 OR 075
Co-requisite: NONE

Course Description: This course covers business principles and practices in the field of interior design for both residential and commercial interiors. Students are introduced to proper business practices with an emphasis on operating a design business.
Course Title: Kitchen & Bath Design
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. This is also a Mandatory Revision. Areas changed are: Methods of Instruction, and Distance Learning.

Units: 3
Lecture: 2
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: NONE
Prerequisite: INTD005, 010, 020, 022, 028, 032, 065, 075
Co-requisite: NONE

Course Description: This course covers the process of design for kitchens and bathrooms with emphasis on construction, working drawings, presentation drawings, finish selection and specifications.

INTD060
Course Title: Commercial Design
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed are: SAM Code, Faculty Requirements, Methods of Instruction, and Distance Learning.

Units: 3
Lecture: 2
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: NONE
Prerequisite: INTD010 & 020 & 022 & 028 & 032 & 065
Co-requisite: NONE

Course Description: This course emphasizes the methods of planning and design for commercial interior spaces, including offices and public buildings. Finishes, furnishings, and interior detailing related to
commercial projects are examined. Students have the opportunity to learn about and execute production of design documents and presentation drawings.

**INTD065**

**Course Title:** Introduction to Computer- Aided Interior Design  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed are: Course Description, Methods of Instruction, and Distance Learning.

**Units:** 3  
Lecture: 2  
Laboratory: 1  
Work Experience: 0  

**Grade Options:** Letter Grade Methods  

**Advisory:** NONE  
**Prerequisite:** INTD032  
**Co-requisite:** NONE  

**Course Description:** This course is an introduction to two-dimensional and isometric computer-aided drafting and design.

**INTD066**

**Course Title:** Advanced Computer Aided Design  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed are: Methods of Instruction, and Distance Learning.

**Units:** 3  
Lecture: 2  
Laboratory: 1  
Work Experience: 0  

**Grade Options:** Letter Grade Methods  

**Advisory:** NONE  
**Prerequisite:** INTD065  
**Co-requisite:** NONE
**Course Description:** This course focuses on the construction of two and three dimensional drawing and solid modeling.

| **INTD070** |
| **Course Title:** Advanced Graphic Techniques |
| **Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes |

**Justification:** This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed are: Faculty Requirements, Methods of Instruction, and Distance Learning.

**Units:** 3  
Lecture: 2  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Letter Grade Methods

**Advisory:** NONE

**Prerequisite:** INTD032

**Co-requisite:** NONE

| **Course Description:** This course covers advanced rapid sketching and color rendering techniques for interior spaces. One and two-point perspective drawing and sketching techniques using different media and software presentation materials are explored. |

| **INTD075** |
| **Course Title:** Lighting Design |
| **Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes |

**Justification:** This course is being revised to meet Title 5 standards. This is also a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed are: Cover Info, Methods of Instruction, Textbooks, and Distance Learning.

**Units:** 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** INTD020

**Prerequisite:** INTD032
**Co-requisite:** NONE

**Course Description:** The theory and practice of lighting design is addressed in the study of existing spaces and the development of drawings and specifications for interior spaces.

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Design Detailing</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Effective Term:</strong></td>
<td>Spring, 2021 for Distance Education and Fall, 2021 for all other changes</td>
</tr>
</tbody>
</table>

**Justification:** This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed are: Course Description, Methods of Instruction, and Distance Learning.

**Units:** 3
- Lecture: 2
- Laboratory: 1
- Work Experience: 0

**Grade Options:** Letter Grade Methods

**Advisory:** NONE

**Prerequisite:** INTD 028 and INTD 022 and INTD 032

**Co-requisite:** NONE

**Course Description:** This course covers the development of the design detailing process and the production of detail drawings related to interior design projects.

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Interior Design Internship</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Effective Term:</strong></td>
<td>Spring, 2021 for Distance Education and Fall, 2021 for all other changes</td>
</tr>
</tbody>
</table>

**Justification:** This course is being revised to meet Title 5 standards. This is also a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed are: SAM code, Methods of Instruction, and Distance Learning. INTD 015 and 025 were removed; INTD 022 and 032 were added as pre-requisites.

**Units:** 3
- Lecture: 0
- Laboratory: 0
- Work Experience: 3

**Grade Options:** Pass/No Pass

**Advisory:** NONE
**Prerequisite:** INTD005, 010, 020, 022, 032  
**Co-requisite:** NONE

**Course Description:** This course provides students with field experience and the opportunity to work under the direct supervision of an interior designer, or interior design-related professional, while applying knowledge and skills acquired in the core interior design courses. Opportunities and encouragement to research career opportunities are provided. A minimum of 180 unpaid or 225 paid internship hours are required.

### INTD090B

**Course Title:** Interior Design Internship  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being revised to meet Title 5 standards. This is also a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed are: Course Description, Methods of Instruction, and Distance Learning. INTD 060 was removed as a pre-requisite.

**Units:** 4  
Lecture: 0  
Laboratory: 0  
Work Experience: 4

**Grade Options:** Pass/No Pass

**Advisory:** NONE

**Prerequisite:** INTD040, 045 and 050  
**Co-requisite:** NONE

**Course Description:** This course provides students with practical experience working directly under the supervision of an interior designer or interior design-related professional. Students are able to apply knowledge and skills learned in the core interior design courses, including the design studio and professional practice courses related to commercial and residential design, further enhancing the learning process. Opportunities and encouragement to continue to research career possibilities are provided. A minimum of 240 unpaid or 300 paid internship hours are required.

### INTD090C

**Course Title:** Kitchen and Bath Design Internship  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being revised to meet Title 5 standards. This is also a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Areas changed are: Course Description, Methods of Instruction, and Distance Learning.
### Units: 4
Lecture: 0  
Laboratory: 0  
Work Experience: 4

**Grade Options:** Pass/No Pass

**Advisory:** NONE  
**Prerequisite:** INTD050  
**Co-requisite:** NONE

**Course Description:** This course provides students with field experience and the opportunity to work under the direct supervision of an interior designer or interior design-related professional focusing on kitchen and bath design, while applying knowledge and skills acquired in the core interior design courses. Opportunities and encouragement to research career opportunities are provided. A minimum of 240 unpaid or 300 paid internship hours are required.

---

### JPNS001A

**Course Title:** Beginning Japanese  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being revised to add Distance Education due to the COVID-19 pandemic. Other changes include edits to the course description.

**Units:** 5  
Lecture: 5  
Laboratory: 0  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** Students in this course have the opportunity to learn the fundamentals of Japanese grammar and pronunciation, to converse on a limited scale about topics of everyday importance, and to record this information in writing. Also, the course covers written and spoken Japanese and introduces foundational grammatical structures and vocabulary. Also, students have the opportunity to be involved in a variety of activities which encourage the creative use of the language in meaningful situations.

---

### JPNS001B
Course Title: Beginning Japanese
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: An emergency addition of DE due to the pandemic COVID19. Other changes include edits to the course description.

Units: 5
Lecture: 5
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: JPNS001A
Co-requisite: NONE

Course Description: This course continues the development of speaking, reading, and writing skills begun in JPNS 001A. Emphasis is placed on communication and relevancy. Students in this course have the opportunity to learn about and experience various aspects of the culture of the Japanese speaking world such as traveling, housing, and traditional festivals.

KINA9.30
Course Title: Intercollegiate Pre-Season Conditioning
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a mandatory course revision that includes the addition of distance education as an instructional method.

Units: 1
Lecture: 0
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course is for students competing in Intercollegiate athletics. The course is designed to get the student athlete ready for the season of competition by improving fitness, strength, and flexibility to help minimize the potential of injury.
KINA9.42
Course Title: Athletic Basketball - Skills and Techniques  
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes  
Justification: This course is being revised to meet Title 5 recency mandates and to add distance education as a method of instruction. The course description was also updated.  
Units: 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0  
Grade Options: Letter Grade Methods; Pass/No Pass  
Advisory: NONE  
Prerequisite: NONE  
Co-requisite: NONE  
Course Description: The course provides the opportunity for students to develop advanced intercollegiate basketball skills and techniques. This course provides instruction in basketball specific rules, techniques, equipment and facilities management, etiquette, and safety. In addition, students are given the opportunity to apply nutrition, flexibility, and strength training concepts to improve their skill level.

KINA9.47
Course Title: Athletic Men's Soccer - Skills and Techniques  
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes  
Justification: This is a mandatory course revision with the addition of distance education because the COVID-19 campus closure. The course description was also updated.  
Units: 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0  
Grade Options: Letter Grade Methods; Pass/No Pass  
Advisory: NONE  
Prerequisite: NONE  
Co-requisite: NONE
**Course Description:** The course provides the opportunity for students to develop advanced intercollegiate men’s soccer skills and techniques. It provides instruction in soccer rules, techniques, equipment and facilities management, etiquette, and safety. In addition, students are given the opportunity to apply nutrition, flexibility, and strength training concepts to improve their skill level.

**KINA9.48**

**Course Title:** Athletic Women's Soccer - Skills and Techniques  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This is a mandatory course revision that include the addition of distance education due to the COVID-19 campus closure. The course description was also updated.

**Units:** 1  
**Lecture:** 0  
**Laboratory:** 1  
**Work Experience:** 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** The course provides the opportunity for students to develop advanced intercollegiate women’s soccer skills and techniques. This course provides instruction in soccer rules, techniques, equipment and facilities management, etiquette, and safety. In addition, students are given the opportunity to apply nutrition, flexibility, and strength training concepts to improve their skill level.

**KINA9.55**

**Course Title:** Athletic Men's Water Polo - Skills and Techniques  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being revised to include distance education. Changes include an updated course description.

**Units:** 1  
**Lecture:** 0  
**Laboratory:** 1  
**Work Experience:** 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Effective Term</th>
<th>Justification</th>
</tr>
</thead>
<tbody>
<tr>
<td>KINA9.56</td>
<td>Athletic Women's Water Polo - Skills and Techniques</td>
<td>Spring, 2021 for Distance Education and Fall, 2021 for all other changes</td>
<td>This is a mandatory course revision that includes the addition of distance education. The course description was also updated.</td>
</tr>
<tr>
<td>KINA9.60</td>
<td>Post Season Conditioning</td>
<td>Spring, 2021 for Distance Education and Fall, 2021 for all other changes</td>
<td>This is a mandatory course revision that includes the addition of distance education as a method of instruction.</td>
</tr>
</tbody>
</table>

**Course Description:** The course provides student-athletes the opportunity to develop advanced intercollegiate water polo skills and techniques. This course provides instruction in water polo rules, techniques, equipment, facilities management, etiquette, and safety. In addition, students are given the opportunity to apply nutrition, strength training, flexibility, and proper swimming mechanics to improve their athletic performance.

**Course Description:** The course provides the opportunity for students to develop advanced intercollegiate water polo skills and techniques. This course provides instruction in water polo rules, techniques, equipment and facilities management, etiquette, and safety. In addition, students are given the opportunity to apply nutrition, strength training, flexibility, and proper swimming mechanics to improve their skill level.
Laboratory: 1  
Work Experience: 0  

Grade Options: Letter Grade Methods; Pass/No Pass  

Advisory: NONE  
Prerequisite: NONE  
Co-requisite: NONE  

Course Description: This course offers student athletes the opportunity to train in their sport during the off-season. This course utilizes various training protocols for post-season athletes who need more training or need injury recovery. Concepts in nutrition, hydration, and environmental effects on athletic training are introduced.

KINS11.01  
Course Title: Yoga for Health  
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

Justification: This course is being revised to add distance education because of the COVID-19 campus closure. The course description was also updated. Added new CSLO. Edited course outline  

Units: 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0  

Grade Options: Letter Grade Methods; Pass/No Pass  

Advisory:NONE  
Prerequisite: NONE  
Co-requisite: NONE  

Course Description: This course emphasizes the physical practice of yoga exercises. It provides students the opportunity for gentle muscle stretching and increased range of motion around the joints. This course also includes breathing and relaxation techniques.

KINS11.03  
Course Title: Gentle Restorative Exercise  
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

Justification: This course is being revised to add distance education as a method of instruction. This is a mandatory course revision.
| **Units:** 1 |
| Lecture: 0 |
| Laboratory: 1 |
| Work Experience: 0 |

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE

**Prerequisite:** NONE

**Co-requisite:** NONE

**Course Description:** This course introduces students to modified Yoga for healing and preventing injuries. The exercises provide gentle static muscle stretching for increased flexibility and range of motion. Yoga postures for strengthening weak muscles are included along with breathing and relaxation techniques for stress reduction.

| **KINS11.04** |
| **Course Title:** Advanced Yoga |
| **Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes |

**Justification:** This course is being revised to add distance education as a method of instruction.

| **Units:** 1 |
| Lecture: 0 |
| Laboratory: 1 |
| Work Experience: 0 |

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE

**Prerequisite:** NONE

**Co-requisite:** NONE

**Course Description:** This course provides students with the opportunity to gain muscular strength, endurance, and balance. The exercises are designed to improve posture, body alignment, core strength and flexibility. Benefits include balance, body awareness, mental focus, and relaxation. The static series of Yoga postures are performed in a warm environment to relax the muscles, increase blood circulation, and strengthen the heart.

| **KINS11.08** |
| **Course Title:** Pilates Mat Workout |
| **Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes |
**Justification:** This course is being revised to add distance education as a method of instruction. This is a mandatory course revision. CSLO has been revised. Course outline has been revised.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** This course provides students with the opportunity to gain muscular strength and endurance. The exercises are designed to improve posture, body alignment and flexibility. Injury prevention, stress reduction, and increased self-confidence are emphasized. Pilates mat work emphasizes core musculature as it applies to everyday movement.

---

**KINS11.09**  
**Course Title:** Intermediate Pilates Mat Workout  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being revised to add distance education as a method of instruction. A recent textbook has been added along with OER. This is a mandatory course revision.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** This course provides students with the opportunity to gain core strength and endurance. Flex bands, foam rollers, and fitness circles are added to the exercises to improve posture, body alignment, and flexibility. Benefits include strength, balance, body awareness, and relaxation.

---

**KINS11.10**  
**Course Title:** Advanced Pilates
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This course is being revised to add distance education as a method of instruction. The title of the course is being revised to allow for more flexibility when using large apparatuses when teaching this course in using online methods. The course description was also changed. T

Units: 1
Lecture: 0
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course provides students the opportunity to gain core strength, muscular endurance, and flexibility while performing advanced Pilates exercises on the mat. Large apparatuses are introduced to further explore corrective exercises for functional fitness and athletic performance. This course introduces the proper use of the Reformer, Cadillac, Chair and Arc Barrels.

KINS4.07
Course Title: Fitness Competitive Athlete
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a mandatory course revision that includes the addition of distance education as a method of instruction. The course description was also updated.

Units: 1
Lecture: 0
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course provides students the opportunity to properly train and condition their bodies for increased strength, flexibility, and endurance for athletic competition.
KINS4.13
Course Title: Fitness Walking
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a mandatory course revision that includes distance education as a method of instruction. The course description was also updated.

Units: 1
Lecture: 0
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course provides students the opportunity to explore the benefits of exercise through fitness walking and to study the principles of exercise. Topics include how to increase cardiovascular conditioning, endurance, flexibility training, and methods of releasing body tension.

KINS4.15
Course Title: Practical Experience in Personal Training
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a mandatory course revision that also includes Distance Education because of COVID-19.

Units: 1
Lecture: 0
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course provides students the opportunity for practical applications and responsibilities of personal training. Topics include injury prevention, exercise prescription, and fitness assessments for program design.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Effective Term</th>
<th>Justification</th>
</tr>
</thead>
<tbody>
<tr>
<td>KINS4.16</td>
<td>Fitness Weight Training</td>
<td>Spring, 2021 for Distance Education and Fall, 2021</td>
<td>This is a mandatory course revision that includes Distance Education because of COVID-19.</td>
</tr>
</tbody>
</table>

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0  

**Grade Options:** Letter Grade Methods; Pass/No Pass  
**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE  

**Course Description:** This course provides students with instruction in the various components of muscular strength and conditioning utilizing a variety of equipment and resistance training.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Effective Term</th>
<th>Justification</th>
</tr>
</thead>
<tbody>
<tr>
<td>KINS4.20</td>
<td>Fitness, Weight Training 2</td>
<td>Spring, 2021 for Distance Education and Fall, 2021</td>
<td>This course is being revised to include distance education. Changes made to the course title and description.</td>
</tr>
</tbody>
</table>

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0  

**Grade Options:** Letter Grade Methods; Pass/No Pass  
**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE  

**Course Description:** This course is the second level of weight training for students who have completed Fitness, Weight Training 1. This intermediate course continues to build on what students have learned from Fitness, Weight Training 1. It also provides instruction in the various components of muscular...
strength using current trends in personal training. Topics include high intensity interval training, Cross-Fit protocols, and exercise prescription.

KINS4.21
Course Title: Fitness Weight Training 3
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This course is being revised to include distance education.

Units: 1
Lecture: 0
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course is designed to provide students with instruction on various weight training methods to improve muscular strength and fitness through the programming of personal workout design. Weight training methods include Olympic lifts utilizing free weights, platforms, Pilates exercises on the reformer, TRX training, and circuit training. Additional topics include instruction in the different phases of exercise programming.

KINS4.24
Course Title: Total Fitness for Men
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This course is being revised to add distance education as mode of instruction. This is a mandatory course revision.

Units: 1
Lecture: 0
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE
**Course Description:** This course provides students the opportunity to increase cardiovascular conditioning, muscular strength, endurance, flexibility and stress reduction. Emphasis is on training protocols for males.

**KINS4.25**

**Course Title:** Total Fitness for Women  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being revised to add distance education as a method of instruction.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** This course provides students the opportunity to increase cardiovascular conditioning, muscular strength, endurance, flexibility, and stress reduction. Exercise routines emphasize the needs of women.

**KINS4.29**

**Course Title:** Body Sculpting  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being revised to add distance education as a method of instruction.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE
Course Description: This course provides students with the opportunity to gain muscular strength and endurance through the use of free weights, body bars, and resistive types of exercises. The workout is structured and the movements are set to music.

KINS4.33
Course Title: Cardio Cross Training
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This course is being revised for Title 5 compliance. Distance education is being added as a method of instruction. The textbook has been updated. Methods of evaluation and course description have also been updated.

Units: 1
Lecture: 0
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course provides students the opportunity to gain improved flexibility, cardiovascular fitness, and muscle strength. It utilizes exercise equipment, including the stairmaster, stationary bike, treadmill, seated rowing machine, elliptical, and other apparatuses.

KINS4.37
Course Title: Barre Fitness
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This course is being revised to add distance education as a method of instruction due to COVID-19.

Units: 1
Lecture: 0
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: NONE
**Course Description:** This course provides students the opportunity to increase muscle strength, endurance, balance, and posture. This course incorporates fitness principles from Pilates, Yoga, and basic ballet moves for a full body workout using the barre, sponge balls, weighted balls, and mats.

<table>
<thead>
<tr>
<th>KINS4.41</th>
</tr>
</thead>
</table>
| **Course Title:** Speed, Plyometrics, Agility and Quickness Level 1  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes |

**Justification:** This course is being revised to add distance education as an instructional method due to COVID-19.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0  

**Grade Options:** Letter Grade Methods; Pass/No Pass  

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE  

**Course Description:** This course provides students the opportunity to gain awareness of basic movement patterns and principles for sports involving running. These movement principles include proper technique, balance, and biomechanics. Movement patterns include agility, quickness, and endurance. Movement principles are applied to competitive sport activities such as cross-country running, track and field, soccer, baseball, softball, and football.

<table>
<thead>
<tr>
<th>KINS4.42</th>
</tr>
</thead>
</table>
| **Course Title:** Speed, Plyometrics, Agility and Quickness Level 2  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes |

**Justification:** This course is being revised to add distance education as an instructional method.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0  

**Grade Options:** Letter Grade Methods; Pass/No Pass
### KINS4.43
**Course Title:** Speed, Plyometrics, Agility and Quickness Level 3  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** This course is being revised to add distance education as an instructional method.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0  

**Grade Options:** Letter Grade Methods; Pass/No Pass

### KINS6.02
**Course Title:** Karate-Beginning  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** This is a mandatory course revision that includes the addition of Distance Education due to COVID19 restrictions.

**Units:** 1  
Lecture: 0
Course Description: This course provides students the opportunity to develop beginning Karate skills and knowledge with a focus on kihon and kata. Beginning self-defense techniques and the Dojo Kun are presented.

**KINS6.03**
Course Title: Self-Defense  
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a mandatory course revision that includes the addition of Distance Education due to COVID19 restrictions. Other edits include updates to the course description.

Units: 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass  
Advisory: NONE  
Prerequisite: NONE  
Co-requisite: NONE

Course Description: This course introduces the skills and philosophies of self-defense. Methods and techniques for recognizing and avoiding dangerous situations are presented. Karate techniques are also emphasized. Students have an opportunity to learn a sense of awareness and practical self-protection techniques in relation to gender, body type, and strength.

**KINS6.07**
Course Title: Kickboxing  
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a mandatory revision that includes Distance Education due to COVID 19 restrictions.
### KINS6.08
**Course Title:** Boxing  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** This is a mandatory course revision that includes Distance Education due to COVID19 restrictions.

**Units:** 1  
**Lecture:** 0  
**Laboratory:** 1  
**Work Experience:** 0  

**Grade Options:** Letter Grade Methods; Pass/No Pass  
**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE  

**Course Description:** This course introduces the skills used in competitive kickboxing. Training includes conditioning skills and drills for kicks, punches, blocks, and stances. Flexibility exercises are included. Sparring drills, bag work, timing, and focus training are emphasized.

### KINS7.10
**Course Title:** Golf-Beginning  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** This is a mandatory course revision with distance education as an instructional method.
KINS7.11  
**Course Title:** Golf-Intermediate  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** This is a mandatory course revision with the addition of distance education as an instructional method.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0  

**Grade Options:** Letter Grade Methods; Pass/No Pass  
**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE  

**Course Description:** This course provides students the opportunity to learn beginning golf skills and knowledge needed to play golf.

KINS7.12  
**Course Title:** Golf-Advanced  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** This is a mandatory course revision with the addition of distance education as an instructional method.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0  

**Grade Options:** Letter Grade Methods; Pass/No Pass  
**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE  

**Course Description:** This course is designed to help intermediate golfers develop more advanced skills in the game of golf. A greater emphasis is placed on the technical aspects of the swing.
**KINS7.18**  
**Course Title:** Beginning Tennis  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This is a mandatory course revision that includes distance education as a method of instruction. The course description was also updated.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** This course includes instruction on the basic fundamentals of tennis and provides students the opportunity to master ground strokes skills. Mastery of these skills enables the student to progress to the next level of tennis.

**KINS7.20**  
**Course Title:** Intermediate Tennis  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Course Description:** This course provides students the opportunity to develop advanced golf techniques in a practical and realistic atmosphere. Lab sessions are presented at the golf course. Emphasis is on the social values of the game and an introduction to various scoring methods and types of tournament play.
Justification: This is a mandatory course revision that includes distance education as a method of instruction. The advisory of KINS 7.19 is removed (course is deactivated) and replaced with KINS 7.18 and the course description has been updated.

Units: 1
Lecture: 0
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: KINS7.18
Prerequisite: NONE
Co-requisite: NONE

Course Description: Intermediate tennis is designed to provide students the opportunity for greater insight into the game with the addition of ball spin into ground stroke skills. Mastery of these skills enables the student to progress to the next level of tennis.

KINS7.21
Course Title: Advanced Tennis
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a mandatory course revision that includes the addition of distance education.

Units: 1
Lecture: 0
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: KINS7.20
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course provides students the opportunity to develop advanced tennis skills and strategies. The emphasis is on the use of power in serves and ground strokes.

KINS7.26
Course Title: Studio Cycling
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes
**Justification:** This is a mandatory revision with addition of distance education because the COVID-19 campus closure. Change to CSLO. Modification of course outline.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** This course provides students with the opportunity to gain muscular strength and cardiovascular endurance through stationary cycling. The workouts are performed on a studio spinning bike designed to improve aerobic and anaerobic fitness through interval training and steady state training. Benefits include improved cycling mechanics and efficiency, body awareness, injury prevention, stress reduction and increased self-confidence.

<table>
<thead>
<tr>
<th>KINS7.27</th>
<th>Studio Cycling Advanced</th>
</tr>
</thead>
</table>
| **Course Title:** Studio Cycling Advanced  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  
**Justification:** This course is being revised to add distance education due to the COVID-19 campus closure.  
**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0  
**Grade Options:** Letter Grade Methods; Pass/No Pass  
**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE  
**Course Description:** This course provides students the opportunity to learn the technical aspects of road racing. Content includes techniques for the competitive cyclist. The workouts are performed on a studio-spinning bike designed to improve speed, pedal efficiency, and balance. Techniques are applied to outdoor cycling and include injury treatment and prevention.  

<p>| KINS8.03 |</p>
<table>
<thead>
<tr>
<th>Course Title: Baseball/Softball-Advanced</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Effective Term:</strong> Spring, 2021 for Distance Education and Fall, 2021 for all other changes</td>
</tr>
</tbody>
</table>

**Justification:** This course is being revised to add distance education.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass  
**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** This course provides students the opportunity to develop advanced baseball and softball skills and techniques for throwing, catching, batting, and bunting.

---

<table>
<thead>
<tr>
<th>Course Title: Intermediate Basketball</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Effective Term:</strong> Spring, 2021 for Distance Education and Fall, 2021 for all other changes</td>
</tr>
</tbody>
</table>

**Justification:** This course is being revised to add distance education as a method of instruction.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass  
**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** This course introduces intermediate level basketball skills. Content includes strategies for team play, screening, spacing, and offensive movement. This course enhances the basic skills introduced at the beginning level.

---

<table>
<thead>
<tr>
<th>Course Title: Advanced Basketball</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Effective Term:</strong> Spring, 2021 for Distance Education and Fall, 2021 for all other changes</td>
</tr>
</tbody>
</table>

---
Justification: This course is being revised to add distance education as a method of instruction.

Units: 1
Lecture: 0
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course introduces advanced techniques in basketball. Topics include defensive strategies for team and individual competition. Emphasis is on man to man and zone defense. Half court and full court techniques are also introduced.

KINS8.13

Course Title: Baseball/Softball-Intermediate
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This course is being revised to add distance education as a method of instruction. The course description was also updated.

Units: 1
Lecture: 0
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course provides students the opportunity to develop intermediate baseball and softball skills for pitching and bunting. It includes competitive team play.

KINS8.15

Course Title: Volleyball-Beginning Skills
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes
Justification: This is a mandatory course revision that includes Distance Education as a method of instruction. The course description was also updated.

Units: 1
Lecture: 0
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course provides students the opportunity to learn volleyball skills for passing, setting, serving, and hitting at the beginning level.

KINS8.16
Course Title: Volleyball-Intermediate Skills
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a mandatory revision that includes distance education component to the current course. Other changes include edits to the description to reflect the current subject code (PE to KINS).

Units: 1
Lecture: 0
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course is a continuation of the study of volleyball begun in KINS 8.15 and provides students the opportunity to develop the volleyball skills for digging and blocking.

KINS8.17
Course Title: Volleyball-Advanced Skills
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes
### Course Description:

This course provides students the opportunity to further develop volleyball skills. An emphasis is placed on blocking fast hits, specialty serves, and offensive and defensive formations.

### Justification:

This is a mandatory course revision that includes the addition of distance education as a method of instruction.

### Units:

<table>
<thead>
<tr>
<th>Lecture</th>
<th>Laboratory</th>
<th>Work Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>1</td>
<td>0</td>
</tr>
</tbody>
</table>

### Grade Options:

Letter Grade Methods; Pass/No Pass

### Advisory:

NONE

### Prerequisite:

NONE

### Co-requisite:

NONE

### KIN8.20

**Course Title:** Introduction to Sport Fundamentals  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

### Justification:

This course is being revised to add distance education as a method of instruction.

### Units:

<table>
<thead>
<tr>
<th>Lecture</th>
<th>Laboratory</th>
<th>Work Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>1</td>
<td>0</td>
</tr>
</tbody>
</table>

### Grade Options:

Letter Grade Methods; Pass/No Pass

### Advisory:

NONE

### Prerequisite:

NONE

### Co-requisite:

NONE

### Course Description:

This course emphasizes the basic development of general athleticism and total fitness associated with sport competition. The five components of fitness are explored and applied to each individual.

### KINT038A

**Course Title:** Introduction to Sports Medicine  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes
**Justification:** This is a mandatory course revision that includes the addition of Distance Education due to COVID-19. Changes have also been made to the SLOs.

**Units:** 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** This course introduces students to the concepts of athletic training. Topics include prevention, management, treatment, and rehabilitation of sports injuries. Techniques for adhesive strapping and protective padding are included.

---

**LRSV001**  
**Course Title:** Learning Strategies for College and Careers  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being revised to add distance education. Changes were made to the course description.

**Units:** 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0

**Grade Options:** Letter Grade Methods

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** In this course, students have the opportunity to learn and apply learning strategies to increase their effectiveness both in the classroom and in the workplace. The underlying principles as well as specific strategies—including setting goals, managing time and stress, listening and note taking, improving reading, test taking, memory and concentration, and learning styles—are presented.

---

**LRSV931B**  
**Course Title:** Learning Strategies for Math
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This course is being revised to add distance education.

Units: 1
Lecture: 0
Laboratory: 1
Work Experience: 0

Grade Options: Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This lab support course is intended to be taken concurrently with a Math course. This course is designed to meet the educational needs of students with disabilities. It focuses on the application of specific learning strategies for math.

LRSV941B
Course Title: Effective Sentence and Paragraph Writing
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a mandatory revision and includes the addition of distance education and edits to the course description, grade options.

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This is a basic writing course designed to meet the educational needs of students with learning disabilities. Instruction focuses on improving writing skills, including basic grammar, sentence structure, punctuation/capitalization, vocabulary, and paragraph and short essay development and organization. The course employs the writing process in development of college-level paragraphs and essays.
**LRSV941C**

**Course Title:** Effective Essay Writing  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** This course is being revised to add distance education and to correct the minimum qualifications.  

**Units:** 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0  

**Grade Options:** Letter Grade Methods; Pass/No Pass  

**Advisory:** NONE  
**Prerequisite:** LRSV941B or ENGL903  
**Co-requisite:** NONE  

**Course Description:** This is a basic writing course that is designed to prepare students with disabilities for college-level writing and English 1A. It stresses the application of strategies and use of assistive technology to compensate for written language difficulties. This course addresses essay development, including thesis statements, supporting details and evidence, organization, coherence, and basic research skills.

---

**LRSV945**

**Course Title:** Elementary Algebra Skills and Strategies  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** COVID-19 revision to add distance education.  

**Units:** 5  
Lecture: 5  
Laboratory: 0  
Work Experience: 0  

**Grade Options:** Letter Grade Methods  

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE  

**Course Description:** This course covers the basic operations and properties of real numbers, exponential, polynomial, rational and radical expressions. Other topics include first-degree equations and
inequalities, systems of linear equations, graphing, and quadratic, rational and radical equations. Specific math learning strategies and adaptive technologies for students with disabilities are integrated throughout the course.

**MATH000D**  
**Course Title:** Trigonometry  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19.

**Units:** 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0

**Grade Options:** Letter Grade Methods

**Advisory:** NONE  
**Prerequisite:** MATH104 or 104R; MATH106 or 106R  
**Co-requisite:** NONE

**Course Description:** This course covers the study of trigonometric functions. Topics include graphs, inverses, identities and proofs related to trigonometric expressions, trigonometric equations, solving right and oblique triangles, and the introduction to vectors.

**MATH000G**  
**Course Title:** Mathematics for the Liberal Arts Student  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Textbooks, Methods of Instruction, Objectives and CSLOs were also updated.

**Units:** 4  
Lecture: 4  
Laboratory: 0  
Work Experience: 0

**Grade Options:** Letter Grade Methods

**Advisory:** NONE  
**Prerequisite:** MATH106 or 106R  
**Co-requisite:** NONE
Course Description: This course introduces students to creative mathematical thinking and problem solving. Topics include logic, geometry, applications of exponential and logarithmic functions, and the mathematics of probability and statistics. It is intended to provide a survey of current mathematical techniques for the non-specialist.

MATH001
Course Title: Pre-Calculus Algebra
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Textbooks, Methods of Instruction, Methods of Evaluation and Requisites were also updated.

Units: 4
Lecture: 4
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: NONE
Prerequisite: MATH106 or 106R
Co-requisite: NONE

Course Description: This is a college level course in algebra for majors in science, technology, engineering, and mathematics. Topics include polynomial, rational, radical, exponential, absolute value, logarithmic, composite and inverse functions, systems of equations, theory of polynomial equations, and analytic geometry.

MATH001C
Course Title: Just-In-Time Support for Pre-Calculus Algebra
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19.

Units: 1.5
Lecture: 1.5
Laboratory: 0
Work Experience: 0
**Grade Options:** Pass/No Pass

**Advisory:** NONE

**Prerequisite:** NONE

**Co-requisite:** MATH001

**Course Description:** This course is intended for students who desire additional support in Math 1, Pre-Calculus Algebra. The course provides students with “just in time” support of algebra topics needed to be successful in Pre-Calculus algebra. It is only for students who are concurrently enrolled in Pre-Calculus Algebra, Math 1, at West Valley College. Topics include operations of real numbers, algebraic properties, manipulation of algebraic expressions, solving algebraic equations, inequalities, graphs of equations in two variables, functions and their properties, and problem-solving strategies. Recommended for students with little or no recent knowledge in algebra.

**MATH002**

**Course Title:** Pre-Calculus Algebra and Trigonometry

**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19.

**Units:** 6

**Lecture:** 6

**Laboratory:** 0

**Work Experience:** 0

**Grade Options:** Letter Grade Methods

**Advisory:** NONE

**Prerequisite:** MATH106 or 106R; MATH104 or 104R

**Co-requisite:** NONE

**Course Description:** This is an intensive course whose topics are traditionally found in the separate courses of pre-calculus algebra and trigonometry. This course is a preparation for calculus covering polynomial, absolute value, radical, rational, exponential, logarithmic, and trigonometric functions and their graphs as well as additional topics in analytic geometry. This course is designed for the student in mathematics who desires to fulfill the requirements of Math D and Math 1 in one semester.

**MATH003A**

**Course Title:** Calculus and Analytic Geometry

**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes
**Justification:** This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19.

**Units:** 5  
Lecture: 5  
Laboratory: 0  
Work Experience: 0  

**Grade Options:** Letter Grade Methods  

**Advisory:** NONE  
**Prerequisite:** MATH001 AND MATH 000D or MATH002  
**Co-requisite:** NONE

**Course Description:** This is a first course in differential and integral calculus of a single variable: functions; limits and continuity; techniques and applications of differentiation and integration; Fundamental Theorem of Calculus. It is designed primarily for Science, Technology, Engineering & Math Majors.

---

**MATH003B**  
**Course Title:** Calculus and Analytical Geometry  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19.

**Units:** 5  
Lecture: 5  
Laboratory: 0  
Work Experience: 0  

**Grade Options:** Letter Grade Methods  

**Advisory:** NONE  
**Prerequisite:** MATH003A  
**Co-requisite:** NONE

**Course Description:** This is a second course in differential and integral calculus of a single variable: integration, techniques of integration, infinite sequences and series, polar and parametric equations, and applications of integration. This course is primarily for science, technology, engineering & math majors.

---

**MATH004A**  
**Course Title:** Intermediate Calculus
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19 and to update the course for recency. Areas updated are: textbooks, methods of Instruction, assignments, and methods of evaluation.

Units: 5
Lecture: 5
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: NONE
Prerequisite: MATH003B
Co-requisite: NONE

Course Description: This course covers vector-valued functions, calculus of functions of more than one variable, partial derivatives, differentials, gradients, Lagrange Multipliers, multiple integration, line integrals, surface integrals, Green's Theorem, Stokes' Theorem, and the Divergence theorem.

MATH004B

Course Title: Differential Equations
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19. Textbooks, Methods of Instruction, Methods of Evaluation, and Requisites were also updated.

Units: 4
Lecture: 4
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: MATH004A and 004C
Prerequisite: MATH003B
Co-requisite: NONE

Course Description: The course is an introduction to ordinary differential equations including both quantitative and qualitative methods as well as applications from a variety of disciplines. It introduces the theoretical aspects of differential equations, including establishing when solution(s) exist, and
techniques for obtaining solutions, including, series solutions, singular points, Laplace transforms and linear systems.

<table>
<thead>
<tr>
<th><strong>MATH004C</strong></th>
<th><strong>Course Title:</strong> Linear Algebra</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Effective Term:</strong> Spring, 2021 for Distance Education and Fall, 2021 for all other changes</td>
<td></td>
</tr>
</tbody>
</table>

**Justification:** This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19.

**Units:** 4  
Lecture: 4  
Laboratory: 0  
Work Experience: 0

**Grade Options:** Letter Grade Methods

**Advisory:** MATH004A  
**Prerequisite:** MATH003B  
**Co-requisite:** NONE

**Course Description:** This course develops the techniques and theory needed to solve and classify systems of linear equations. Solution techniques include row operations, Gaussian elimination, and matrix algebra. It investigates the properties of vectors in two and three dimensions, leading to the notion of an abstract vector space. Vector space and matrix theory are presented including topics such as inner products, norms, orthogonality, eigenvalues, eigenspaces, and linear transformations. Selected applications of linear algebra are included.

<table>
<thead>
<tr>
<th><strong>MATH010C</strong></th>
<th><strong>Course Title:</strong> Just-In-Time Support for Statistics</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Effective Term:</strong> Spring, 2021 for Distance Education and Fall, 2021 for all other changes</td>
<td></td>
</tr>
</tbody>
</table>

**Justification:** This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19.

**Units:** 1.5  
Lecture: 1.5  
Laboratory: 0  
Work Experience: 0

**Grade Options:** Pass/No Pass

**Advisory:** NONE
Prerequisite: NONE
Co-requisite: MATH010

Course Description: This course is intended for students who desire additional support in Math 10, Elementary Statistics. The course provides students with “just-in-time” support of mathematical topics needed to be successful in statistics. It is only for students who are concurrently enrolled in Elementary Statistics at West Valley College. Topics include concepts from arithmetic, algebra, and basic statistics that are needed to understand the content of a college-level statistics course. Topics are taught through the context of data analysis.

MATH012C
Course Title: Just-In-Time Support for Applied Calculus
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19.

Units: 1.5
Lecture: 1.5
Laboratory: 0
Work Experience: 0

Grade Options: Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: MATH012

Course Description: This course is intended for students who desire additional support in Math 12, Applied Calculus. The course provides students with “just in time” support of Applied Calculus topics needed to be successful in Applied Calculus. It is only for students who are concurrently enrolled in Applied Calculus, Math 12, at West Valley College. Topics include operations of real numbers, algebraic properties, manipulation of algebraic expressions, solving algebraic equations, inequalities, graphs of equations in two variables, functions and their properties, and problem-solving strategies. Recommended for students with little or no recent knowledge in advanced algebra topics.

MATH014
Course Title: Math for Elementary School Teachers (Number Systems)
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19.
Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: NONE
Prerequisite: MATH106 or 106R
Co-requisite: NONE

Course Description: This course covers the real number system, numeration system, elementary number theory, and problem solving. Technology and hands-on experiences are integrated throughout this course. It is designed to fulfill the lower division mathematics requirement for students planning to enter a multiple subject teaching credential program.

MATH019
Course Title: Discrete Mathematics
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19.

Units: 4
Lecture: 4
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: MATH003A
Prerequisite: MATH001 or 002
Co-requisite: NONE

Course Description: This course covers fundamental topics for Computer Science, such as logic, proof techniques, sets, introduction to computer programming, basic counting rules, relations, functions and recursion, graphs and probability trees.

MATH104
Course Title: Plane Geometry
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes
Justification: This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19.

Units: 4  
Lecture: 4  
Laboratory: 0  
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: NONE  
Prerequisite: LRSV945 or MATH903 or MATH903R  
Co-requisite: NONE

Course Description: This course covers the basic concepts of plane geometry with an emphasis on deductive reasoning. The topics include lines, angles, polygons, circles, congruence, similarity, parallelism, perpendicularity, lengths, areas and volumes.

MATH105

Course Title: Pre-Statistics  
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19.

Units: 5  
Lecture: 5  
Laboratory: 0  
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: MATH903 or 903R or LRSV945  
Prerequisite: NONE  
Co-requisite: NONE

Course Description: This course presents introductory statistical concepts with an emphasis on data analysis and modeling. Topics include mathematical modeling using real-world data and graphs, as well as algebraic concepts as needed. This class is NOT intended for math, science, computer science, engineering, business, nursing, pre-physical therapy, kinesiology, or elementary school education majors. It is intended for students who will take Math 10 or 10H, Elementary Statistics, and who do NOT need any other math course for their major.
MATH106C
Course Title: Just-in-Time Support for Intermediate Algebra
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19.

Units: 2
Lecture: 2
Laboratory: 0
Work Experience: 0

Grade Options: Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: MATH106

Course Description: This course is intended for students who desire additional support in Math 106, Intermediate Algebra. The course provides students with “just in time” support of elementary and intermediate algebra topics needed to be successful in intermediate algebra. It is only for students who are concurrently enrolled in Intermediate Algebra, Math 106, at West Valley College. Topics include operations of real numbers, algebraic properties, manipulation of algebraic expressions, solving algebraic equations, inequalities, graphs of equations in two variables, functions, and problem-solving strategies. This course is recommended for students with little or no recent knowledge in algebra or who desire additional support.

MATH106R
Course Title: Intermediate Algebra - Review
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19.

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: NONE
Prerequisite: LRSV945 or MATH903 or 903R
Co-requisite: NONE

Course Description: This accelerated course expands on the topics and mathematical skills from elementary algebra. The characteristics and properties of linear, quadratic, rational, radical, exponential, composite, inverse, and logarithmic functions are developed. Additional topics include systems of equations and inequalities, complex numbers, and conic sections. This course is designed for students who have had previous instruction in intermediate algebra.

MATH903R
Course Title: Elementary Algebra Review
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19.

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course is an accelerated version of Math 903. The course covers the basic operations and properties of real numbers, exponential, polynomial, rational, and radical expressions. Other topics include first-degree equations and inequalities, systems of linear equations, graphing, and quadratic, rational and radical equations. This course should be taken by students who have previously completed elementary algebra, but who need a review before taking intermediate algebra.

MUSC003A
Course Title: Music Theory Level 1
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: Distance education is being added to provide greater access for students who need the course as a requirement, students that are interested in the subject area, and students that do not live near campus.

Units: 3
Lecture: 3
Course Description: This course incorporates and develops the following concepts, through guided composition and analysis: rhythm and meter; basic properties of sound; intervals; diatonic scales and triads; diatonic chord function; basic cadential formulas and phrase structure; dominant sevenths; figured bass symbols; and non-harmonic tones. Development of skills in handwritten notation is expected.

MUSC004A
Course Title: Music Theory Level 3
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: Distance education is being added to provide greater access for students who need the course as a requirement, students that are interested in the subject area, and students that do not live near campus.

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: MUSC003B
Co-requisite: NONE

Course Description: This course builds upon the concepts from Music Theory Level 2, incorporating the study of advanced harmonic, rhythmic, and melodic materials, with emphasis on chromatic harmony, survey and analysis of musical styles, and period techniques. Through four-part writing and analysis of diatonic and chromatic chords, the course includes an introduction to chromatic harmony; secondary/applied chords; modulation; borrowed chords; chromatic pre-dominants; chromatic embellishing chords; as well as chromatic third relationships. Music majors are required to take MUSC 020C concurrent with this course. Non-majors are encouraged but not required to take MUSC 020C concurrent with this course. Concurrent enrollment in MUSC 31A/B Beginning Piano is strongly encouraged for all students.
**MUSC020A**

**Course Title:** Musicianship Level 1  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** This is a mandatory revision to update the class for Title V standards. DE requirements added.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0  

**Grade Options:** Letter Grade Methods; Pass/No Pass  

**Advisory:** MUSC005  
**Prerequisite:** NONE  
**Co-requisite:** NONE  

*Music majors are required to take MUSC 003A concurrent with this course. Non-majors are encouraged but not required to take MUSC 003A concurrent with this course. Concurrent enrollment in MUSC 030A/B Beginning Piano or 031A/B Intermediate Piano is strongly encouraged for all students.*

**Course Description:** Required for music majors, this course is a laboratory in ear training and sight-singing and must be taken concurrently with MUSC 003A. This class provides a systematic training in the ability to hear music elements of melody, harmony and rhythm, and to perform melodic, harmonic and rhythmic elements, dictation and analysis.

---

**MUSC020B**

**Course Title:** Musicianship Level 2  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** This revision changes units and hours. It has become apparent that in order to properly prepare our students for transfer, the class needs to meet 3 hours per week, not two. The revision also changes the description, outline, learning outcomes, methods of instruction, and textbook. In addition, this is a revision to add distance learning as a result of shelter in place restrictions due to COVID 19.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0
**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** MUSC020A  
**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** Highly recommended for music majors, this course focuses on ear training and sight-singing correlated with MUSC 003B. This class provides supplementary systematic training in the ability to hear music elements of melody, harmony and rhythm, and to perform melodic, harmonic and rhythmic elements.

| **MUSC020C** |  
| --- | --- |  
| **Course Title:** Musicianship Level 3 |  
| **Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes |  
| **Justification:** This is a mandatory revision to update the class for Title V standards. DE requirements added. |  
| **Units:** 1 |  
| Lecture: 0 |  
| Laboratory: 1 |  
| Work Experience: 0 |  
| **Grade Options:** Letter Grade Methods; Pass/No Pass |  
| **Advisory:** NONE |  
| **Prerequisite:** MUSC020B |  
| **Co-requisite:** NONE |  

**Course Description:** Required for music majors, this course is a laboratory in ear training, dictation and sight-singing correlated with MUSC 004A. This class provides systematic training in the ability to hear, analyze, and perform music elements of melody, harmony, and rhythm. Music majors are required to take MUSC 004A concurrent with this course. Non-majors are encouraged but not required to take MUSC 004A concurrent with this course. Concurrent enrollment in MUSC 031A/B Intermediate Piano is strongly encouraged for all students.

| **MUSC020D** |  
| --- | --- |  
| **Course Title:** Musicianship Level 4 |  
| **Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes |  
| **Justification:** This course is being revised to add DE and edit the methods of instruction, in accordance with emergency mandates. Changes were made to the course description. |  
| **Grade Options:** Letter Grade Methods; Pass/No Pass |  
| **Advisory:** NONE |  
| **Prerequisite:** MUSC020C |  
| **Co-requisite:** NONE |  

---

217
Units: 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0  

Grade Options: Letter Grade Methods; Pass/No Pass  

Advisory: NONE  
Prerequisite: MUSC020C  
Co-requisite: NONE  

Course Description: For music majors, this course focuses on ear training and sight-singing correlated with MUSC 004B, Music Theory Level 4. This class provides systematic training in the ability to hear, identify, and perform music elements of melody, harmony, and rhythm. Music majors are highly recommended to take MUSC 004B concurrent with this course. Non-majors are encouraged but not required to take MUSC 004B concurrent with this course. Concurrent enrollment in MUSC 031B Intermediate Piano is strongly encouraged.

MUS030A  
Course Title: Beginning Piano, Level 1  
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

Justification: This course is being revised to add DE and edit the course description. While open, the faculty decided to change the units from 0.5 lecture / 0.5 lab to 1.0 lab. Music is a discipline in which each meeting of every lab course offers multiple repetitions of lecture content, drill & practice, assessment, and re-teaching throughout the class. However, the national practice is to offer these as one-unit courses. During our NASM Self-Study, we found that the increasing expectations for these classes from CSU and other transfer institutions, exceeds our ability to effectively teach the content for mastery in the 2 hours per week presently allotted with 0.5 lecture / 0.5 lab. By changing the load to 1.0 lab, we will have 50% more time, and will be in line with the other lab courses in the Department of Music & Dance. Units, methods of instruction, learning outcomes, and course outline were adjusted.

Units: 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0  

Grade Options: Letter Grade Methods; Pass/No Pass  

Advisory: NONE  
Prerequisite: NONE  
Co-requisite: NONE
**Course Description:** This is the first course of four in the piano series, designed for students with no previous training in piano. Study includes note reading, basic technique, major and minor five finger patterns, major scales, sight reading, and basic chord progressions, as they are encountered in beginning piano music.

**MUSC030B**  
**Course Title:** Beginning Piano, Level 2  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being revised to add DE and edit the course description. While open, the faculty decided to change the units from 0.5 lecture / 0.5 lab to 1.0 lab. Music is a discipline in which each meeting of every lab course offers multiple repetitions of lecture content, drill & practice, assessment, and re-teaching throughout the class. However, the national practice is to offer these as one-unit courses. During our NASM Self-Study, we found that the increasing expectations for these classes from CSU and other transfer institutions, exceeds our ability to effectively teach the content for mastery in the 2 hours per week presently allotted with 0.5 lecture / 0.5 lab. By changing the load to 1.0 lab, we will have 50% more time, and will be in line with the other lab courses in the Department of Music & Dance. Units, methods of instruction, learning outcomes, and course outline were adjusted.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE  
**Prerequisite:** MUSC030A  
**Co-requisite:** NONE

**Course Description:** This is the second course of four in the piano series. In this course students have the opportunity to refine and further develop beginning keyboard skills learned in MUSC 030A. Piano technique, major scales and arpeggios, sight-reading, chord progressions, and harmonization and transposition skills are encountered in beginning to intermediate piano music, equivalent to Bartok’s Mikrokosmos Book 1, Part 2.

**MUSC031A**  
**Course Title:** Intermediate Piano Level 3  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being revised to add DE and edit the course description. While open, the faculty decided to change the units from 0.5 lecture / 0.5 lab to 1.0 lab. Music is a discipline in which each meeting of every lab course offers multiple repetitions of lecture content, drill & practice,
assessment, and re-teaching throughout the class. However, the national practice is to offer these as one-unit courses. During our NASM Self-Study, we found that the increasing expectations for these classes from CSU and other transfer institutions, exceeds our ability to effectively teach the content for mastery in the 2 hours per week presently allotted with 0.5 lecture / 0.5 lab. By changing the load to 1.0 lab, we will have 50% more time, and will be in line with the other lab courses in the Department of Music & Dance. Units, methods of instruction, learning outcomes, and course outline were adjusted.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE  
**Prerequisite:** MUSC030B  
**Co-requisite:** NONE

**Course Description:** This is the third course of four in the piano series. In this course students have the opportunity to refine and further develop beginning to intermediate keyboard skills learned in MUSC 030B. Piano technique, major and minor scales and arpeggios, sight-reading, expanded chord progressions, and harmonization and transposition skills are explored in intermediate piano music, equivalent to Bartok’s Mikrokosmos, Book 2, Part 1.

**MUSC031B**  
**Course Title:** Intermediate Piano Level 4  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being revised to add DE and edit the course description. While open, the faculty decided to change the units from 0.5 lecture / 0.5 lab to 1.0 lab. Music is a discipline in which each meeting of every lab course offers multiple repetitions of lecture content, drill & practice, assessment, and re-teaching throughout the class. However, the national practice is to offer these as one-unit courses. During our NASM Self-Study, we found that the increasing expectations for these classes from CSU and other transfer institutions, exceeds our ability to effectively teach the content for mastery in the 2 hours per week presently allotted with 0.5 lecture / 0.5 lab. By changing the load to 1.0 lab, we will have 50% more time, and will be in line with the other lab courses in the Department of Music & Dance. Units, methods of instruction, learning outcomes, and course outline were adjusted.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0
**MUSC031A**

**Course Title:** Beginning Voice, Level 1  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being revised to add DE and edit the course description. While open, the faculty decided to change the units from 0.5 lecture / 0.5 lab to 1.0 lab. Music is a discipline in which each meeting of every lab course offers multiple repetitions of lecture content, drill & practice, assessment, and re-teaching throughout the class. However, the national practice is to offer these as one-unit courses. During our NASM Self-Study, we found that the increasing expectations for these classes from CSU and other transfer institutions, exceeds our ability to effectively teach the content for mastery in the 2 hours per week presently allotted with 0.5 lecture / 0.5 lab. By changing the load to 1.0 lab, we will have 50% more time, and will be in line with the other lab courses in the Department of Music & Dance. Units, methods of instruction, learning outcomes, and course outline were adjusted.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass  
**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** This course is the first in a series of courses designed to give all students, including music and musical theater majors, the opportunity to improve the singing voice and develop the ability to sing confidently in front of others. Topics include the fundamentals of confident singing: proper posture; breath control; tone production; diction; expression; and music notation reading skills. Habits conducive to good vocal health are explored and exercises are given to strengthen and improve the voice. Students sing together and individually for class.
MUSC032B  
**Course Title:** Beginning Voice, Level 2  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** This course is being revised to add DE. Also, the faculty decided to change the units from 0.5 lecture / 0.5 lab to 1.0 lab. Music is a discipline in which each meeting of every lab course offers multiple repetitions of lecture content, drill & practice, assessment, and re-teaching throughout the class. However, the national practice is to offer these as one-unit courses. During our NASM Self-Study, we found that the increasing expectations for these classes from CSU and other transfer institutions, exceeds our ability to effectively teach the content for mastery in the 2 hours per week presently allotted with 0.5 lecture / 0.5 lab. By changing the load to 1.0 lab, we will have 50% more time, and will be in line with the other lab courses in the Department of Music & Dance. So units, methods of instruction, and course outline were adjusted. The advisory was adjusted to reflect the current course, since revised.  

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0  

**Grade Options:** Letter Grade Methods; Pass/No Pass  

**Advisory:** MUSC032A  
**Prerequisite:** NONE  
**Co-requisite:** NONE  

**Course Description:** This course is the second in a series of courses designed to give all students, including music and musical theater majors, the opportunity to improve the singing voice and develop the ability to sing confidently in front of others. The fundamentals of healthy vocal production are reviewed and reinforced in warm-ups, group singing, and solo performance. Individual vocal problems are diagnosed and exercises are given to help strengthen and improve the voice. Students have the opportunity to interpret and perform literature from classical art song and the Golden Age of musical theater.

MUSC033A  
**Course Title:** Intermediate Voice, Level 3  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** This course is being revised to add DE. Also, the faculty decided to change the units from 0.5 lecture / 0.5 lab to 1.0 lab. Music is a discipline in which each meeting of every lab course offers multiple repetitions of lecture content, drill & practice, assessment, and re-teaching throughout the class. However, the national practice is to offer these as one-unit courses. During our NASM Self-Study, we found that the increasing expectations for these classes from CSU and other transfer institutions,
exceeds our ability to effectively teach the content for mastery in the 2 hours per week presently allotted with 0.5 lecture / 0.5 lab. By changing the load to 1.0 lab, we will have 50% more time, and will be in line with the other lab courses in the Department of Music & Dance. So units, methods of instruction, and course outline were adjusted. The advisory was adjusted to reflect the current course, since revised.

Units: 1
Lecture: 0
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: MUSC032B
Co-requisite: NONE

Course Description: This third in a series of courses is designed for all students, including music and musical theater majors, to improve the singing voice and develop the ability to sing confidently in front of others. Students are assessed on the fundamentals of healthy vocal production: proper posture and breath to sing; tone production; diction; expression; and music notation reading skills. Individual vocal problems are diagnosed and exercises are given to help strengthen and improve the voice. Students have the opportunity to sing together and individually in class. Students also have the opportunity to interpret and perform literature from many vocal genres including contemporary musical theater repertoire.

MUSC033B
Course Title: Intermediate Voice, Level 4
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This course is being revised to add DE. Also, the faculty decided to change the units from 0.5 lecture / 0.5 lab to 1.0 lab. Music is a discipline in which each meeting of every lab course offers multiple repetitions of lecture content, drill & practice, assessment, and re-teaching throughout the class. However, the national practice is to offer these as one-unit courses. During our NASM Self-Study, we found that the increasing expectations for these classes from CSU and other transfer institutions, exceeds our ability to effectively teach the content for mastery in the 2 hours per week presently allotted with 0.5 lecture / 0.5 lab. By changing the load to 1.0 lab, we will have 50% more time, and will be in line with the other lab courses in the Department of Music & Dance. So units, methods of instruction, and course outline were adjusted. The advisory was adjusted to reflect the current course, since revised.

Units: 1
Lecture: 0
Laboratory: 1
Work Experience: 0
<table>
<thead>
<tr>
<th>Grade Options:</th>
<th>Letter Grade Methods; Pass/No Pass</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advisory:</td>
<td>NONE</td>
</tr>
<tr>
<td>Prerequisite:</td>
<td>MUSC033A</td>
</tr>
<tr>
<td>Co-requisite:</td>
<td>NONE</td>
</tr>
</tbody>
</table>

**Course Description:** This last in this series of courses is designed for all students, including music and musical theater majors, to improve the singing voice and develop the ability to sing confidently in front of others. Topics include the fundamentals of healthy vocal production: proper posture and breath to sing; tone production; diction; expression; and music notation reading skills. Individual vocal problems are assessed and exercises are given to help strengthen and improve the voice. Students have the opportunity to sing together and individually for class. Students also have the opportunity to interpret and perform literature from many vocal genres including jazz.

<table>
<thead>
<tr>
<th>MUSC035A</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Title:</td>
</tr>
<tr>
<td>Effective Term:</td>
</tr>
<tr>
<td>Justification:</td>
</tr>
<tr>
<td>Units:</td>
</tr>
<tr>
<td>Lecture:</td>
</tr>
<tr>
<td>Laboratory:</td>
</tr>
<tr>
<td>Work Experience:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Grade Options:</th>
<th>Letter Grade Methods; Pass/No Pass</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advisory:</td>
<td>NONE</td>
</tr>
<tr>
<td>Prerequisite:</td>
<td>NONE</td>
</tr>
<tr>
<td>Co-requisite:</td>
<td>NONE</td>
</tr>
</tbody>
</table>

**Course Description:** This course explores the study of singing diction in Italian, English and Latin using the International Phonetic Alphabet (IPA) in spoken, sung, and written drills. A combination of theoretical and applied techniques consisting of sung, aural, spoken, and written exercises, are used to assist and assess students.

<table>
<thead>
<tr>
<th>MUSC036A</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Title:</td>
</tr>
<tr>
<td>Effective Term:</td>
</tr>
<tr>
<td>Justification:</td>
</tr>
</tbody>
</table>

224
we found that the increasing expectations for these classes from CSU and other transfer institutions, exceeds our ability to effectively teach the content for mastery in the 2 hours per week presently allotted with 0.5 lecture / 0.5 lab. By changing the load to 1.0 lab, we will have 50% more time, and will be in line with the other lab courses in the Department of Music & Dance. So units, methods of instruction, and course outline were adjusted. The advisory was adjusted to reflect the current course, since revised.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** This course is a beginning course in guitar. Emphasis is placed on music reading, playing in first position, scales, chords and major and minor keys.

**MUSC036B**  
**Course Title:** Beginning/Intermediate Guitar - Level 2  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being revised to add DE. Also, the faculty decided to change the units from 0.5 lecture / 0.5 lab to 1.0 lab. Music is a discipline in which each meeting of every lab course offers multiple repetitions of lecture content, drill & practice, assessment, and re-teaching throughout the class. However, the national practice is to offer these as one-unit courses. During our NASM Self-Study, we found that the increasing expectations for these classes from CSU and other transfer institutions, exceeds our ability to effectively teach the content for mastery in the 2 hours per week presently allotted with 0.5 lecture / 0.5 lab. By changing the load to 1.0 lab, we will have 50% more time, and will be in line with the other lab courses in the Department of Music & Dance. So units, methods of instruction, and course outline were adjusted. The advisory was adjusted to reflect the current course, since revised.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** MUSC036A  
**Prerequisite:** NONE
Co-requisite: NONE

Course Description: This beginning-intermediate level course emphasizes the development of extended guitar techniques, reading music, and playing in first through third position. The course is a continuation of MUSC 036A, focusing on training in the classical guitar tradition using methods of a variety of 18th and 19th century guitarists. The class addresses various techniques including arpeggios, slurs, and barre chords.

MUSC036C
Course Title: Intermediate Guitar - Level 3
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This course is being revised to add DE. Also, the faculty decided to change the units from 0.5 lecture / 0.5 lab to 1.0 lab. Music is a discipline in which each meeting of every lab course offers multiple repetitions of lecture content, drill & practice, assessment, and re-teaching throughout the class. However, the national practice is to offer these as one-unit courses. During our NASM Self-Study, we found that the increasing expectations for these classes from CSU and other transfer institutions, exceeds our ability to effectively teach the content for mastery in the 2 hours per week presently allotted with 0.5 lecture / 0.5 lab. By changing the load to 1.0 lab, we will have 50% more time, and will be in line with the other lab courses in the Department of Music & Dance. So units, methods of instruction, and course outline were adjusted. The advisory was adjusted to reflect the current course, since revised.

Units: 1
Lecture: 0
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: MUSC036B
Prerequisite: NONE
Co-requisite: NONE

Course Description: This intermediate level course emphasizes the development of extended guitar techniques, reading music, and playing in first through 7th position. The course is a continuation MUSC 036B, focusing on training in the classical guitar tradition using methods of a variety of 18th and 19th century guitarists. The class provides opportunities for public performances on campus.

MUSC036D
Course Title: Intermediate/Advanced Guitar - Level 4
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes
**Justification:** This course is being revised to add DE. Also, the faculty decided to change the units from 0.5 lecture / 0.5 lab to 1.0 lab. Music is a discipline in which each meeting of every lab course offers multiple repetitions of lecture content, drill & practice, assessment, and re-teaching throughout the class. However, the national practice is to offer these as one-unit courses. During our NASM Self-Study, we found that the increasing expectations for these classes from CSU and other transfer institutions, exceeds our ability to effectively teach the content for mastery in the 2 hours per week presently allotted with 0.5 lecture / 0.5 lab. By changing the load to 1.0 lab, we will have 50% more time, and will be in line with the other lab courses in the Department of Music & Dance. So units, methods of instruction, and course outline were adjusted. The advisory was adjusted to reflect the current course, since revised.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Letter Grade Methods; Pass/No Pass

**Advisory:** MUSC036C  
**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** This intermediate-advanced level course emphasizes reading music at sight and playing in all positions of the guitar. The course is a continuation MUSC 036C, focusing on training in the classical guitar tradition and addressing skills and techniques including arpeggios, tremolo, and artificial harmonics. The course requires public performances on campus and/or in the community.

**MUSC039A**  
**Course Title:** Applied Music: Brass  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being revised to add DE and edit the methods of instruction, in accordance with emergency mandates.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Letter Grade Methods
Advisory: NONE  
Prerequisite: NONE  
Co-requisite: MUSC048 or 049

Audition to demonstrate collegiate level achievement on a brass instrument.

Course Description: This course, intended for music majors, focuses on the individualized study of techniques and repertoire for brass performance. Instruction is comprised of both private lessons and studio master classes. Emphasis is placed on the progressive development of skills needed for solo performance. Achievement is evaluated through a performance before a jury of music faculty.

<table>
<thead>
<tr>
<th>MUSC039B</th>
</tr>
</thead>
</table>
| Course Title: Applied Music: Woodwind  
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes |

Justification: This course, intended for music majors, focuses on the individualized study of technique and repertoire for woodwind performance. Instruction is comprised of both private lessons and studio master classes. Emphasis is placed on the progressive development of skills needed for solo performance. Achievement is evaluated through a performance before a jury of music faculty.

Units: 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0

Students attend 16-18 hours of Hours by Arrangement lessons, and 32-36 hours of scheduled class meetings.

Grade Options: Letter Grade Methods

Advisory: NONE  
Prerequisite: NONE  
Co-requisite: MUSC048 or 049

Audition to demonstrate collegiate level achievement on a woodwind instrument.

Course Description: This course is being revised to add DE and edit the methods of instruction, in accordance with emergency mandates.

<table>
<thead>
<tr>
<th>MUSC039C</th>
</tr>
</thead>
</table>
| Course Title: Applied Music: Strings  
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes |
Justification: This course is being revised to add DE and edit the methods of instruction, in accordance with emergency mandates.

Units: 1
Lecture: 0
Laboratory: 1
Work Experience: 0

Students attend 16-18 hours of Hours by Arrangement lessons, and 32-36 hours of scheduled class meetings.

Grade Options: Letter Grade Methods

Advisory: NONE
Prerequisite: NONE
Co-requisite: MUSC048 or 042 or 049

Audition to demonstrate college-level achievement on a string instrument.

Course Description: This course, intended for music majors, focuses on the individualized study of technique and repertoire for string performance. Instruction is comprised of both private lessons and studio master classes. Emphasis is placed on the progressive development of skills needed for solo performance. Achievement is evaluated through a performance before a jury of music faculty.

MUSC039D
Course Title: Applied Music: Percussion
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This course is being revised to add DE and edit the methods of instruction, in accordance with emergency mandates.

Units: 1
Lecture: 0
Laboratory: 1
Work Experience: 0

Students attend 16-18 hours of Hours by Arrangement lessons, and 32-36 hours of scheduled class meetings.

Grade Options: Letter Grade Methods

Advisory: NONE
Prerequisite: NONE
**Co-requisite:** MUSC042 or 048 or 049

*Audition to demonstrate collegiate level achievement on a percussion instrument.*

**Course Description:** This course, intended for music majors, focuses on the individualized study of techniques and repertoire for percussion. Instruction is comprised of both private lessons and studio master classes. Emphasis is placed on the progressive development of skills needed for solo performance. Achievement is evaluated through a performance before a jury of music faculty.

---

**MUSC039E**

**Course Title:** Applied Music: Piano  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being revised to add DE and edit the methods of instruction, in accordance with emergency mandates.

**Units:** 1  
Lecture: 0  
Laboratory: 1  
Work Experience: 0

*Students attend 16-18 hours of Hours by Arrangement lessons, and 32-36 hours of scheduled class meetings.*

**Grade Options:** Letter Grade Methods

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** MUSC048 or 042 or 049

*Audition to demonstrate collegiate level achievement on piano.*

**Course Description:** This course, intended for music majors, focuses on the individualized study of techniques and repertoire for piano. Instruction is comprised of both private lessons and studio master classes. Emphasis is placed on the progressive development of skills needed for solo performance. Achievement is evaluated through a performance before a jury of music faculty.

---

**MUSC039F**

**Course Title:** Applied Music: Guitar  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being revised to add DE and edit the methods of instruction, in accordance with emergency mandates.
Units: 1
Lecture: 0
Laboratory: 1
Work Experience: 0

Students attend 16-18 hours of Hours by Arrangement lessons, and 32-36 hours of scheduled class meetings.

Grade Options: Letter Grade Methods

Advisory: NONE
Prerequisite: NONE
Co-requisite: MUSC042 or 049

Audition to demonstrate collegiate level achievement on guitar.

Course Description: This course, intended for music majors, focuses on the individualized study of techniques and repertoire for guitar performance. Instruction is comprised of both private lessons and studio master classes. Emphasis is placed on the progressive development of skills needed for solo performance. Achievement is evaluated through a performance before a jury of music faculty.

MUSC039G

Course Title: Applied Music: Voice
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This course is being revised to add DE and edit the methods of instruction, in accordance with emergency mandates.

Units: 1
Lecture: 0
Laboratory: 1
Work Experience: 0

Students attend 16-18 hours of Hours by Arrangement lessons, and 32-36 hours of scheduled class meetings.

Grade Options: Letter Grade Methods

Advisory: NONE
Prerequisite: NONE
Co-requisite: MUSC042

Audition to demonstrate collegiate level achievement in vocal performance.
**Course Description:** This course, intended for music majors, focuses on the individualized study of techniques and repertoire for vocal performance. Instruction is comprised of both private lessons and studio master classes. Emphasis is placed on the progressive development of skills needed for solo performance. Achievement is evaluated through a performance before a jury of music faculty.

<table>
<thead>
<tr>
<th>Course Title</th>
<th>MUSC039H</th>
<th>Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Justification:</td>
<td>Distance education is being added to provide greater access for students who need the course as a requirement, students that are interested in the subject area, and students that do not live near campus. Changes were also made to Course Description, Requisites, Methods of Instructions, Course Outline, and Course Materials.</td>
<td></td>
</tr>
</tbody>
</table>

**Units:** 1
Lecture: 0
Laboratory: 1
Work Experience: 0

*Students attend 16-18 hours of Hours by Arrangement lessons, and 32-36 hours of scheduled class meetings.*

**Grade Options:** Letter Grade Methods

**Advisory:** NONE

**Prerequisite:** MUSC067A

**Co-requisite:** NONE

*Audition to demonstrate collegiate level achievement in composition.*

**Course Description:** This course, intended for the Scoring for Film, TV and Gaming Certificate, focuses on the individualized study of technique for composition. Instruction is comprised of both private lessons and studio master classes. Emphasis is placed on the development of music for media composition skills. Achievement is evaluated through a presentation of new composition(s) before a jury of music faculty.

<table>
<thead>
<tr>
<th>Course Title</th>
<th>MUSC042</th>
</tr>
</thead>
<tbody>
<tr>
<td>Effective Term:</td>
<td>Concert Choir</td>
</tr>
<tr>
<td>Justification:</td>
<td>Spring, 2021 for Distance Education and Fall, 2021 for all other changes</td>
</tr>
</tbody>
</table>

*This course is being revised to add DE and edit the methods of instruction, in accordance with emergency mandates.*
Units: 1
Lecture: 0
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Audition required

Course Description: This course focuses on the study, rehearsal, and public performance of choral music literature, with an emphasis on the development of skills necessary to sing in a large ensemble. Study includes development of music reading skills, the building of technical skills, the creation of a beautiful tone, aesthetic awareness, and responsible rehearsal habits in a large ensemble. Audition is required.

MUSC049

Course Title: Symphonic Band
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This course is being revised to add DE and edit the methods of instruction, in accordance with emergency mandates.

Units: 1
Lecture: 0
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Audition required

Course Description: This course is for the study, rehearsal, and public performance of the standard wind band literature, with an emphasis on the development of skills needed to perform within an ensemble. Different literature is studied each semester. Audition is required.

MUSC051
<table>
<thead>
<tr>
<th>Course Title: Jazz Band</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes</td>
<td></td>
</tr>
<tr>
<td>Justification: This course is being revised to add DE and edit the methods of instruction, in accordance with emergency mandates.</td>
<td></td>
</tr>
<tr>
<td>Units: 2</td>
<td></td>
</tr>
<tr>
<td>Lecture: 1</td>
<td></td>
</tr>
<tr>
<td>Laboratory: 1</td>
<td></td>
</tr>
<tr>
<td>Work Experience: 0</td>
<td></td>
</tr>
<tr>
<td>Grade Options: Letter Grade Methods; Pass/No Pass</td>
<td></td>
</tr>
<tr>
<td>Advisory: NONE</td>
<td></td>
</tr>
<tr>
<td>Prerequisite: NONE</td>
<td></td>
</tr>
<tr>
<td>Co-requisite: NONE</td>
<td></td>
</tr>
<tr>
<td>Audition required</td>
<td></td>
</tr>
</tbody>
</table>

**Course Description:** This course focuses on the study, rehearsal, and public performance of standard jazz band literature, with an emphasis on the development of improvisation skills and ensemble playing. Different literature is studied each semester. Non-majors are welcome. Audition is required.

<table>
<thead>
<tr>
<th>MUSC052A</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Title: Jazz Combo: Early</td>
<td></td>
</tr>
<tr>
<td>Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes</td>
<td></td>
</tr>
<tr>
<td>Justification: Distance education is being added to provide greater access for students who need the course as a requirement, students that are interested in the subject area, and students that do not live near campus.</td>
<td></td>
</tr>
<tr>
<td>Units: 1</td>
<td></td>
</tr>
<tr>
<td>Lecture: 0</td>
<td></td>
</tr>
<tr>
<td>Laboratory: 1</td>
<td></td>
</tr>
<tr>
<td>Work Experience: 0</td>
<td></td>
</tr>
<tr>
<td>Grade Options: Letter Grade Methods; Pass/No Pass</td>
<td></td>
</tr>
<tr>
<td>Advisory: MUSC051 or 061</td>
<td></td>
</tr>
<tr>
<td>Prerequisite: NONE</td>
<td></td>
</tr>
<tr>
<td>Co-requisite: NONE</td>
<td></td>
</tr>
</tbody>
</table>
**Course Description:** This course focuses on small group playing in the jazz idiom. Students have the opportunity to perform early styles of jazz. Each combo is expected to perform in public, either on or off-campus.

**MUSC063B**  
**Course Title:** Commercial Music Production  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** This course is being revised to add Distance Education.

**Units:** 3  
Lecture: 2  
Laboratory: 1  
Work Experience: 0  

**Grade Options:** Letter Grade Methods; Pass/No Pass  

**Advisory:** MUSC063A  
**Prerequisite:** NONE  
**Co-requisite:** NONE  

**Course Description:** This is a project based course providing advanced training in MIDI programming and editing techniques. The course covers advanced DAW sequencing, signal processing, and recording in an industry-specific DAW environment of either Logic Pro or ProTools.

**MUSC065A**  
**Course Title:** Recording Arts I  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** This course is being revised to add Distance Education. Also changing course description from '3-part series' to '2-part series'.

**Units:** 3  
Lecture: 2  
Laboratory: 1  
Work Experience: 0  

**Grade Options:** Letter Grade Methods; Pass/No Pass  

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE
**Course Description:** This is the first of a 2-part series of recording arts classes. It is an introductory class to the audio recording arts, covering basic recording studio skills including analog audio theory, signal flow, gain staging, microphones, mic placement, and tracking. Students have the opportunity to gain hands on experience recording, editing, mixing, and mastering audio. Upon completion, students will have basic knowledge of applied audio concepts, production workflow, equipment functions, and audio editing software.

**MUSC065C**  
**Course Title:** Audio Mixing & Production  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being revised to add Distance Education. It is also a Full Mandatory Revision. The Course Title, Description, and Specifications were also changed.

**Units:** 3  
Lecture: 2  
Laboratory: 1  
Work Experience: 0

**Grade Options:** Letter Grade Methods

**Advisory:** MUSC065B

**Prerequisite:** NONE  
**Co-requisite:** NONE

**Course Description:** This advanced recording arts course focuses on the art of mixing, signal processing, comp tracks and mastering. Students have the opportunity to prepare a multi-track recording for mixing, learn to level and balance tracks, choose and apply effects, and bounce a file in the proper format to achieve a final product.

**PARA018**  
**Course Title:** Legal Analysis  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This course is being revised to meet the current standards of Title 5 and to incorporate Distance Learning. The following areas were updated: Methods of Instruction, SAM Code and textbook.

**Units:** 2  
Lecture: 2  
Laboratory: 0  
Work Experience: 0
Grade Options: Letter Grade Methods

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course covers how to analyze primary sources of law, including enacted law and court opinions. It focuses on the requirements of the law and applying these requirements to a client's facts.

<table>
<thead>
<tr>
<th>PARA022</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Course Title:</strong> Civil Litigation Procedures</td>
</tr>
<tr>
<td><strong>Effective Term:</strong> Spring, 2021 for Distance Education and Fall, 2021 for all other changes</td>
</tr>
</tbody>
</table>

Justification: This course is being revised to comply with Title V and to add distance education. The SAM code was also updated.

**Units:** 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: PARA065B
Prerequisite: PARA019
Co-requisite: NONE

Course Description: This course teaches advanced law office procedures for handling a civil lawsuit, including interviewing and investigative procedures and the procedural steps taken to prepare a civil litigation case. This course provides students with the opportunity to engage in practical exercises consisting of the drafting of pleadings and accompanying documents.

<table>
<thead>
<tr>
<th>PARA024A</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Course Title:</strong> Writing for Law Practice</td>
</tr>
<tr>
<td><strong>Effective Term:</strong> Spring, 2021 for Distance Education and Fall, 2021 for all other changes</td>
</tr>
</tbody>
</table>

Justification: This course is being revised to comply with Title V and to add Distance Education. The SAM code was also changed.

**Units:** 1.5
Lecture: 1.5
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Effective Term</th>
<th>Justification</th>
</tr>
</thead>
<tbody>
<tr>
<td>PARA029B</td>
<td>Paralegal Internship</td>
<td>Spring, 2021 for Distance Education and Fall, 2021</td>
<td>This course is being revised to add Distance Education and comply with Title V.</td>
</tr>
<tr>
<td>PARA037</td>
<td>Intellectual Property Law</td>
<td>Spring, 2021 for Distance Education and Fall, 2021</td>
<td>This course is being updated to comply with Title 5 and to add Distance Education. The SAM code was also changed.</td>
</tr>
</tbody>
</table>

**Course Description:**
- **PARA029B:** This course covers the drafting of law office communications, both hard-copy and email. Topics covered include legal memoranda, persuasive writing, in-house documents, and correspondence. The emphasis is on improving writing, editing, formatting, and communication skills.
- **PARA037:** The internship provides students with the opportunity to apply knowledge and skills learned in the program in a private or corporate office or a government agency while working under the supervision of a member of the California State Bar or a Patent Agent. This course requires 120 unpaid or 150 paid internship hours.
Units: 1.5
Lecture: 1.5
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course introduces the student to the law of copyright, patent, trademark and trade secrets. It provides an overview study of procedural and substantive laws involved in intellectual property with extended review of copyright and trade secret law.

PHYS001
Course Title: Introduction to Physics Problem Solving
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This revision includes an addition of distance education due to COVID19. In specifications, the Reading/Writing assignment was modified to make it more general. The textbook list was brought up to date. The Methods of Evaluations were separated out and rationale was added for each method.

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: NONE
Prerequisite: MATH000D or 002
Co-requisite: NONE

Course Description: This course is designed specifically to prepare students for Physics 002A or Physics 004A. It covers basic principles/concepts in classical mechanics and introduces problem-solving skills that may be applied to a wide variety of problems.

PHYS002A
Course Title: General Physics - Mechanics
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This revision includes an addition of distance education due to COVID19.
<table>
<thead>
<tr>
<th>Units: 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lecture: 4</td>
</tr>
<tr>
<td>Laboratory: 1</td>
</tr>
<tr>
<td>Work Experience: 0</td>
</tr>
</tbody>
</table>

**Grade Options:** Letter Grade Methods

**Advisory:** PHYS001  
**Prerequisite:** MATH00D or 002  
**Co-requisite:** NONE

**Course Description:** This is a trigonometry-based first course in Physics for majors in subjects other than engineering or the physical sciences. The course covers mechanics (motion, forces, torques, energy, momentum, and rotation), thermodynamics, fluid mechanics, and simple harmonic motion. Concepts and problem solving are emphasized.

**PHYS002B**  
**Course Title:** General Physics - Electricity and Magnetism  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This revision includes an addition of distance education due to COVID19.

<table>
<thead>
<tr>
<th>Units: 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lecture: 4</td>
</tr>
<tr>
<td>Laboratory: 1</td>
</tr>
<tr>
<td>Work Experience: 0</td>
</tr>
</tbody>
</table>

**Grade Options:** Letter Grade Methods

**Advisory:** NONE  
**Prerequisite:** PHYS002A  
**Co-requisite:** NONE

**Course Description:** This is a trigonometry-based course in Physics for majors in subjects other than engineering or the physical sciences. The course covers electricity, magnetism, optics, atomic physics, nuclear physics, special relativity, mechanical waves, and sound. Concepts and problem solving are emphasized.

**PHYS004A**  
**Course Title:** Engineering Physics-Mechanics  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes
Justification: This revision is to add Distance Education.

Units: 5
Lecture: 4
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: PHYS001
Prerequisite: MATH003A
Co-requisite: NONE

Course Description: This is the first semester of a three-semester physics sequence, intended for students majoring in physical sciences and engineering. Mechanics is the first course in the engineering physics series. It covers vectors, kinematics, dynamics, energy, momentum, universal gravity, rotational physics, fluid dynamics, and elasticity.

PHYS004B
Course Title: Engineering Physics - Electricity and Magnetism
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This revision is to add Distance Education.

Units: 5
Lecture: 4
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: NONE
Prerequisite: MATH003B & PHYS004A
Co-requisite: NONE

Course Description: This is the second semester of a three-semester physics sequence, intended for students majoring in physical sciences and engineering. Core topics include electrostatics (electric fields, Gauss’s Law, electric potential, capacitors and dielectric), magnetism (applications of Ampere’s Law, inductance and Faraday’s Law of Induction, magnetic properties of matter), DC and AC circuits (direct current, resistance, electromotive force, alternating currents), and Maxwell’s equations.

PHYS004C
Course Title: Engineering Physics-Light, Heat and Waves
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This revision is to add Distance Education.

Units: 5
Lecture: 4
Laboratory: 1
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: NONE
Prerequisite: PHYS004A and MATH003B
Co-requisite: NONE

Course Description: This is the third semester of a three-semester physics course, intended for students majoring in physical sciences and engineering. PHYS 004C is composed of topics that, together with PHYS 004A and PHYS 004B constitute all of the topics included in the calculus based physics sequence. Topics to be studied include wave motion, heat, the first and second laws of thermodynamics, the concept of entropy, the nature and propagation of light, the laws of reflection and refraction for plane and spherical waves, interference, diffraction, and modern physics including wave-particle duality, matter waves, and special relativity. Problem solutions using calculus is emphasized.

PHYS004D
Course Title: Advanced Topics in Modern Physics
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This revision is to add Distance Education.

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: MATH004B
Prerequisite: PHYS004B or 004C
Co-requisite: NONE

Course Description: This course explores advanced topics in Modern Physics, emphasizing the fundamental principles of relativity and quantum mechanics. Topics to be covered include Special and
General Relativity, the Bohr Atom, Quantum Mechanics, Schrodinger's Equation, the Hydrogen Atom, Nuclear Physics, Particle Physics, Solid-State Physics, and other selected topics in Modern Physics.

**PHYS010**

**Course Title:** Conceptual Introduction to Physics

**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** This revision is to add Distance Education. A small edit of the Reading/Writing assignment was done. The methods of evaluation were expanded upon. The textbooks were brought up to date.

**Units:** 4

Lecture: 3
Laboratory: 1
Work Experience: 0

**Grade Options:** Letter Grade Methods

**Advisory:** NONE

**Prerequisite:** NONE

**Co-requisite:** NONE

**Course Description:** This course takes a conceptual approach to physics. Topics include mechanics, heat, fluids, solids, waves, electricity, magnetism, light, atomic physics, nuclear physics. A lab is included with the course to experience the phenomena discussed in lecture.

**POLI001H**

**Course Title:** Honors American Government

**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes

**Justification:** As a result of COVID-19, changes have been made to the DE section allowing this course to be taught online. Other changes include edits to the course description.

**Units:** 3

Lecture: 3
Laboratory: 0
Work Experience: 0

**Grade Options:** Letter Grade Methods

**Advisory:** NONE

**Prerequisite:** NONE

**Co-requisite:** NONE
**Course Description:** Honors American Government uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. Course content makes connection through a common theme with other courses offered within the specified transdisciplinary unit. This course covers the structure and functions of the American national government including consideration of state and local governments. Emphasis is placed on the development of democratic institutions through historical and contemporary studies. With an emphasis on research and analysis, students have the opportunity to apply critical thinking skills and concepts to develop their knowledge of American government.

**POLI002**

Course Title: Comparative Governments  
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19.

Units: 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: NONE  
Prerequisite: NONE  
Co-requisite: NONE

**Course Description:** Political Science 2 explores the government and politics of some of the major world powers as well as developing nations. Structures, functions, and policies are compared with each other and with the U.S. government with particular consideration of contemporary world problems.

**PSYC002**

Course Title: Experimental Psychophysiology  
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: Emergency DE Addendum for COVID.

Units: 4  
Lecture: 3
Laboratory: 1  
Work Experience: 0  

**Grade Options:** Letter Grade Methods  

**Advisory:** NONE  
**Prerequisite:** MATH010 & PSYC001  
**Co-requisite:** NONE  

**Course Description:** This course surveys various psychological research methods with an emphasis on research design, experimental procedures, descriptive methods, instrumentation, and the collection, analysis, interpretation, and reporting of research data. Research design and methodology are examined through a review of research from a variety of the sub-disciplines in psychology. In the laboratory students have the opportunity to conduct experimental and non-experimental research in a variety of areas. Data collected from research conducted during laboratory sessions are analyzed with statistical software. In addition, a computerized psychophysiology laboratory is used to introduce students to experiments in which one variable is physiological and the primary focus and theoretical context is behavioral.

---

**PSYC002H**  
**Course Title:** Honors Experimental Psychophysiology  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** Emergency DE Addendum due to COVID, the course description was also edited.

**Units:** 4  
**Lecture:** 3  
**Laboratory:** 1  
**Work Experience:** 0  

**Grade Options:** Letter Grade Methods  

**Advisory:** NONE  
**Prerequisite:** PSYC001, MATH010 or 010H  
**Co-requisite:** NONE  

**Course Description:** Honors Experimental Psychophysiology uses the pedagogical methods common to all Honors courses: interdisciplinary, writing-intensive, collaborative, and experiential instruction. This course surveys various psychological research methods with an emphasis on research design, experimental procedures, descriptive methods, instrumentation, and the collection, analysis, interpretation, and reporting of research data. Research design and methodology are examined through a review of research from a variety of the sub-disciplines in psychology. In the laboratory students have the opportunity to conduct experimental and non-experimental research in a variety of areas. Data
collected from research conducted during laboratory sessions are analyzed with statistical software. In addition, a computerized psychophysiology laboratory is used to introduce students to experiments in which one variable is physiological and the primary focus and theoretical context is behavioral.

<table>
<thead>
<tr>
<th>PSYC007</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Course Title:</strong> Physiological Psychology</td>
</tr>
<tr>
<td><strong>Effective Term:</strong> Spring, 2021 for Distance Education and Fall, 2021 for all other changes</td>
</tr>
<tr>
<td><strong>Justification:</strong> Emergency DE Addendum due to COVID.</td>
</tr>
<tr>
<td><strong>Units:</strong> 3</td>
</tr>
<tr>
<td>Lecture: 3</td>
</tr>
<tr>
<td>Laboratory: 0</td>
</tr>
<tr>
<td>Work Experience: 0</td>
</tr>
<tr>
<td><strong>Grade Options:</strong> Letter Grade Methods</td>
</tr>
<tr>
<td><strong>Advisory:</strong> NONE</td>
</tr>
<tr>
<td><strong>Prerequisite:</strong> PSYC001</td>
</tr>
<tr>
<td><strong>Co-requisite:</strong> NONE</td>
</tr>
<tr>
<td><strong>Course Description:</strong> This course provides an introduction to the scientific study of the physiological substrates of behavior and its fundamental role in the neurosciences. Among the areas covered are physiological, hormonal, and neurochemical mechanisms, and brain-behavior relationships underlying sensation, perception, regulatory processes, emotion, learning, memory, and psychological disorders.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PSYC012</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Course Title:</strong> Human Growth and Development</td>
</tr>
<tr>
<td><strong>Effective Term:</strong> Spring, 2021 for Distance Education and Fall, 2021 for all other changes</td>
</tr>
<tr>
<td><strong>Justification:</strong> Due to Covid-19 conditions, the department is adding distance education parameters to this course. The course description was also updated.</td>
</tr>
<tr>
<td><strong>Units:</strong> 3</td>
</tr>
<tr>
<td>Lecture: 3</td>
</tr>
<tr>
<td>Laboratory: 0</td>
</tr>
<tr>
<td>Work Experience: 0</td>
</tr>
<tr>
<td><strong>Grade Options:</strong> Letter Grade Methods; Pass/No Pass</td>
</tr>
<tr>
<td><strong>Advisory:</strong> PSYC001</td>
</tr>
<tr>
<td><strong>Prerequisite:</strong> NONE</td>
</tr>
<tr>
<td><strong>Co-requisite:</strong> NONE</td>
</tr>
</tbody>
</table>
Course Description: This course is an introduction to the psychological, physiological, cultural and other environmental forces affecting human growth and development. Emphasis is placed on normal psychological development as a basis for understanding deviant behavior both within and across cultures. Theoretical models and research into the development of cognitive, perceptual, physical, personality and emotional abilities and disabilities are also presented and discussed.

PSYC017
Course Title: Introduction to Social Psychology
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: Emergency DE Addendum for COVID.

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This course is an introduction to the field of social psychology which examines the factors that shape the actions and thoughts of individual human beings in social settings. Specifically, the course covers how people think about, influence, and relate to one another, how we construct our social reality via cognitive processes, and how personal attitudes, dispositions, and situational variables, shape our behavior.

PSYC025
Course Title: Introduction to Abnormal Psychology
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: Emergency DE Addendum for COVID.

Units: 3
Lecture: 3
Laboratory: 0
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass
**Course Description:** This course introduces the scientific study of psychopathology and atypical behaviors. Students investigate abnormal behavior from a variety of perspectives including biological, psychological, and sociocultural approaches. An integrative survey of theory and research in abnormal behavior, and intervention and prevention strategies for psychological disorders are also introduced.

**PSYC030**  
**Course Title:** Psychology of Addiction and Substance Abuse  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  
**Justification:** Due to Covid-19 conditions, adding distance education capability.  
**Units:** 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0  
**Grade Options:** Letter Grade Methods; Pass/No Pass  
**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE  
**Course Description:** This course is an introduction to the physiological, psychological, and social processes of addiction and how they relate to the abuse of legal and illegal substances.

**SPAN002B**  
**Course Title:** Intermediate Spanish  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  
**Justification:** An emergency addition of DE due to the pandemic COVID19.  
**Units:** 5  
Lecture: 5  
Laboratory: 0  
Work Experience: 0  
**Grade Options:** Letter Grade Methods; Pass/No Pass  
**Advisory:** NONE
Prerequisite: SPAN002A  
Co-requisite: NONE

Course Description: SPAN 002B is designed as a continuation of SPAN 002A. It covers culture and facilitates language acquisition through listening, speaking, reading and writing with complex materials. It emphasizes interaction with authentic language in context in complex circumstances. Relying on the language foundations acquired in the previous levels, the course expands vocabulary and analyzes grammar topics in depth. Critical thinking and analysis of linguistic structures and techniques for reflecting on and making cross-cultural comparisons are also emphasized in the course. This course is taught in Spanish.

SPAN070A  
Course Title: Spanish for Medical Professionals - Beginners  
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: An emergency addition of DE due to the pandemic COVID19. Other changes include edits to the course description.

Units: 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0

Grade Options: Letter Grade Methods; Pass/No Pass

Advisory: SPAN001A  
Prerequisite: NONE  
Co-requisite: NONE

Course Description: This course is intended for students interested in working in the medical field utilizing the Spanish language. This course provides students the opportunity to use basic Spanish grammar and vocabulary related to the medical working environment. Topics include getting to know the patient, gathering medical history, identifying vocabulary for major illnesses, and body parts. This course offers a wide range of medical and cultural topics related to the Latino community such as Latinos and AIDS, home remedies, and cultural differences in emergency response requests.

SPAN070B  
Course Title: Spanish for Medical Professionals - Intermediate  
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: An emergency addition of DE due to the pandemic COVID19. Other edits include changes to the course description.
**Units:** 3  
Lecture: 3  
Laboratory: 0  
Work Experience: 0  

**Grade Options:** Letter Grade Methods; Pass/No Pass  

**Advisory:** SPAN070A  
**Prerequisite:** NONE  
**Co-requisite:** NONE  

**Course Description:** This course is the second course in a series of two and is intended for students who are interested in the medical field utilizing the Spanish language. In this advanced course, students are provided the opportunity to expand their medical terminology and grammar. Students have the opportunity to experience a wider range of communicative settings related to the medical field. Topics include pre-natal care, pediatrics, immunizations, dermatology, and optometry. Medical and cultural topics related to the Latino community include childhood hunger, the role of midwives, and drug abuse among Latinos.

---

**THEA021B**  
**Course Title:** Practical Theater (Scene & Stage) II  
**Effective Term:** Spring, 2021 for Distance Education and Fall, 2021 for all other changes  

**Justification:** Distance Education has been added as a method of instruction in part due to Covid-19 virus closures as a way to provide regular and substantive interaction with students. This is also a Mandatory Revision.

**Units:** 2  
Lecture: 0  
Laboratory: 2  
Work Experience: 0  

**Grade Options:** Letter Grade Methods  

**Advisory:** NONE  
**Prerequisite:** NONE  
**Co-requisite:** NONE  

**Course Description:** This intermediate course gives students expanded opportunity to gain practical experience in the application of production responsibilities in any of the following areas: stage management, house management, construction, scenery, properties, lighting, sound, and running crews.
Course Title: Practical Theater (Costume & Makeup) II
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: Distance Education has been added as a method of instruction in part due to Covid-19 virus closures as a way to provide regular and substantive interaction with students. This is also a Mandatory Revision.

Units: 2
Lecture: 0
Laboratory: 2
Work Experience: 0

Grade Options: Letter Grade Methods

Advisory: NONE
Prerequisite: NONE
Co-requisite: NONE

Course Description: This intermediate-level course gives students expanded opportunity to gain practical experience in the application of production responsibilities in costume construction, maintenance and make-up application.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Effective Term</th>
<th>Justification</th>
<th>Units:</th>
<th>Lecture</th>
<th>Laboratory</th>
<th>Work Experience</th>
<th>Grade Options</th>
<th>Advisory</th>
<th>Prerequisite</th>
<th>Co-requisite</th>
<th>Course Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>NCMA108</td>
<td>Essential Math for Basic Skills Students - Elementary Algebra Part 1</td>
<td>Spring, 2021 for Distance Education and Fall, 2021 for all other changes</td>
<td>This is a revision to add distance education to this course as a result of shelter in place restrictions due to COVID-19.</td>
<td>0 (32-36 Hours)</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>Satisfactory Progress</td>
<td>NONE</td>
<td>NONE</td>
<td>NONE</td>
<td>The course covers the basic operations and properties of real numbers, exponential, polynomial, rational, and radical expressions. Other topics include first-degree equations, inequalities, and systems of equations.</td>
</tr>
<tr>
<td>NCPE1.32</td>
<td>Adapted Core Stretching</td>
<td>Spring, 2021 for Distance Education and Fall, 2021 for all other changes</td>
<td>This course is being revised to add distance education, due to Covid-19. The course now has a range of hours and the TOP code was updated.</td>
<td>0 (48-54 hours)</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>Ungraded</td>
<td>NONE</td>
<td>NONE</td>
<td>NONE</td>
<td>This adapted flexibility course is designed to meet the needs of students with disabilities. This course includes instruction in a variety of stretching exercises to enable a student to...</td>
</tr>
</tbody>
</table>
attain optimal range of motion. Guided gentle muscle stretching and core stabilizing exercises with an emphasis on proper body alignment, breathing techniques, and relaxation are addressed to encourage independence and develop lifelong fitness skills.

**NCPE1.35**
Course Title: Adapted Functional Fitness  
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This course is being revised to add distance education, due to Covid-19. The course now has a range of 24-27 hours.

Units: 0 (24-27 hours)  
Lecture: 0  
Laboratory: 0  
Work Experience: 0

Grade Options: Ungraded

Advisory: NONE  
Prerequisite: NONE  
Co-requisite: NONE

Course Description: This non-credit adapted functional fitness course is designed for students with disabilities. Individualized exercise programs are created that focus on the development of core strength, flexibility, and balance. Information is given regarding alternative equipment used for functional training. The programs address the limitations of the individual's disability. Emphasis is on encouraging independence through the teaching of lifelong fitness skills.

**NCPE1.37**
Course Title: Adapted Guided Movement  
Effective Term: Spring, 2021 for Distance Education and Fall, 2021 for all other changes

Justification: This course is being revised to add distance education, due to Covid-19.

Units: 0 (48-54 hours)  
Lecture: 0  
Laboratory: 0  
Work Experience: 0

Grade Options: Ungraded

Advisory: NONE  
Prerequisite: NONE
Co-requisite: NONE

Course Description: This adapted guided movement course is designed to meet the needs of students with disabilities. This course guides students through a series of exercises using a variety of modalities to enhance proper alignment, balance, coordination, flexibility and strength. Individual modifications are made as needed. The course encourages independence through the teaching of lifelong fitness skills.
COURSE DEACTIVATIONS:

- **CTRP007A** - Deactivate this course effective fall 2021 because it is being replaced with NCCC 001 due to the Court Reporting program becoming a noncredit program.
- **CTRP007B** - Deactivate this course effective fall 2021 because it is being replaced with NCCC 002 due to the Court Reporting program becoming a noncredit program.
- **CTRP007C** - Deactivate this course effective fall 2021 because it is being replaced with NCCC 003 due to the Court Reporting program becoming a noncredit program.
- **MUSC040B** - This course has been supplanted with MUSC 040 which is repeatable three times for a total of four experiences, per CSU requirements for music majors.
- **MUSC040C** - This course has been supplanted with MUSC 040 which is repeatable three times for a total of four experiences, per CSU requirements for music majors.
- **MUSC040D** - This course has been supplanted with MUSC 040 which is repeatable three times for a total of four experiences, per CSU requirements for music majors.
- **MUSC042B** - This course has been supplanted with MUSC 042 which is repeatable three times for a total of four experiences, per CSU requirements for music majors.
- **MUSC042C** - This course has been supplanted with MUSC 042 which is repeatable three times for a total of four experiences, per CSU requirements for music majors.
- **MUSC042D** - This course has been supplanted with MUSC 042 which is repeatable three times for a total of four experiences, per CSU requirements for music majors.
- **MUSC049A** - This course has been supplanted with MUSC 049 which is repeatable three times for a total of four experiences, per CSU requirements for music majors.
- **MUSC049B** - This course has been supplanted with MUSC 049 which is repeatable three times for a total of four experiences, per CSU requirements for music majors.
- **MUSC049C** - This course has been supplanted with MUSC 049 which is repeatable three times for a total of four experiences, per CSU requirements for music majors.
- **MUSC049D** - This course has been supplanted with MUSC 049 which is repeatable three times for a total of four experiences, per CSU requirements for music majors.
- **MUSC051B** - This course has been supplanted with MUSC 051 which is repeatable three times for a total of four experiences, per CSU requirements for music majors.
- **MUSC051B** - This course has been supplanted with MUSC 051 which is repeatable three times for a total of four experiences, per CSU requirements for music majors.
- **MUSC051C** - This course has been supplanted with MUSC 051 which is repeatable three times for a total of four experiences, per CSU requirements for music majors.
- **MUSC051D** - This course has been supplanted with MUSC 051 which is repeatable three times for a total of four experiences, per CSU requirements for music majors.
- **MUSC061B** - This course has been supplanted with MUSC 061 which is repeatable three times for a total of four experiences, per CSU requirements for music majors.
- **MUSC061B** - This course has been supplanted with MUSC 061 which is repeatable three times for a total of four experiences, per CSU requirements for music majors.
- **MUSC061C** - This course has been supplanted with MUSC 061 which is repeatable three times for a total of four experiences, per CSU requirements for music majors.
- **MUSC061D** - This course has been supplanted with MUSC 061 which is repeatable three times for a total of four experiences, per CSU requirements for music majors.
5. Consent Agenda

Subject 5.4 PERSONNEL TRANSACTION TO BE ACTED UPON BY THE BOARD OF TRUSTEES
- Recommendation: The Board of Trustees approve the listed items.

Meeting Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access Public

Type Action (Consent)

Recommended Action The Board of Trustees approve the listed items.

Prepared By: Sean McGowan and Jasmine Phan

Reviewed By: Eric Ramones

Approved By: Bradley Davis

I. Appointment(s)

Supervisors
a. Melissa Da Ponte, Supervisor, Mental Health Services, Supervisors Unit, Range 23 ($7,266.25-9,733.75), Student Health Services, Mission College, 100% of full time, 12 months per year. Position ID# MSV015. Effective November 16, 2020. Fund 138-Health Services Fund (0.30) and Fund 591-Career Ed and Workforce Development Fund (0.70).

II. Reclassification(s)

Classified
a. Tu-Lan Trinh, from Senior Student Records Advisor, WVMCEA Unit, Range 61 ($5,635.17-$7,409.83), Admissions & Records, West Valley College, 100% of full time, 12 months per year; to Management Analyst, WVMCEA Unit, Range 70 ($6,873.75-$9,077.42), Admissions & Records, West Valley College, 100% of full time, 12 months per year. Position ID# WC1083. Effective November 11, 2020. Fund 110-General Fund.

b. Loretta McMahon, from Student Records Advisor, WVMCEA Unit, Range 57 ($5,176.75-$6,791.08), Admissions & Records, West Valley College, 100% of full time, 12 months per year; to Senior Student Records Advisor, WVMCEA Unit, Range 61 ($5,635.17-$7,409.83), Admissions & Records, West Valley College, 100% of full time, 12 months per year. Position ID# WC1050. Effective November 11, 2020. Fund 110-General Fund.

c. Elena Karets, from Student Records Advisor, WVMCEA Unit, Range 57 ($5,176.75-$6,791.08), Admissions & Records, West Valley College, 100% of full time, 12 months per year; to Senior Student Records Advisor, WVMCEA Unit, Range 61 ($5,635.17-$7,409.83), Admissions & Records, West Valley College, 100% of full time, 12 months per year. Position ID# WC1033. Effective November 11, 2020. Fund 110-General Fund.

d. Linh Nguyen, from Supervisor, Information Technology, Supervisors Unit, Range 47 ($11,681.00-$15,657.00), Information Systems, West Valley-Mission Community College District, 100% of full time, 12 months per year; to Director, Information Technology, Administrative Unit, Range 27 ($13,339.16-$16,629.83), Information Systems, West Valley-Mission Community College District, 100% of full time, 12 months per year. Position ID# DSV009 to DAD022. Effective November 11, 2020. Fund 110-General Fund.

e. Peter Teipe, from Supervisor, Information Technology, Supervisors Unit, Range 47 ($11,681.00-$15,657.00), Information Systems, West Valley-Mission Community College District, 100% of full time, 12 months per year; to Director, Information Technology, Administrative Unit, Range 27 ($13,339.16-$16,629.83), Information Systems, West Valley-Mission Community College District, 100% of full time, 12 months per year. Position ID# DSV015 to DAD023. Effective November 11, 2020. Fund 110-General Fund.

Action items will be acted upon in one motion unless they are removed from the Consent Agenda for discussion and action. Information items will not be discussed unless they are removed from the Consent Agenda.
Subject | 5.5 SELECTION OF REPRESENTATIVES FROM MISSION COLLEGE TO SERVE ON THE SOUTH BAY CONSORTIUM FOR ADULT EDUCATION STEERING COMMITTEE - Recommendation: The Board of Trustees appoint Aaron Tolbert, Dean of Language Arts for Mission College, as representative to the Steering Committee for the South Bay Consortium for Adult Education (SBCAE) and Valerie Jensen, Dean of Instruction, as the alternate representative.

Meeting | Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access | Public

Type | Action (Consent)

Recommended Action | The Board of Trustees appoint Aaron Tolbert, Dean of Language Arts for Mission College, as representative to the Steering Committee for the South Bay Consortium for Adult Education (SBCAE) and Valerie Jensen, Dean of Instruction, as the alternate representative.

Prepared By: Valerie Jensen

Reviewed By: Daniel Peck

Approved By: Bradley Davis

Funding Source/Fiscal Impact
Funds for activities associated with SBCEA will be provided through the Adult Education Block Grant in accordance with AB 104, Section 12.

Reference(s)
The applicable authority and provisions of this contract is AB 104, Section 12, and the California Community College Chancellor’s Office (CCCCO).

Background/Alternatives
In 2015, the state’s Assembly Bill 86 mandated a process for the development of regional consortiums for Assembly Bill 104. In our region, the South Bay Consortium for Adult Education (SBCAE) was formed to meet this mandate. The consortium’s membership is composed of five adult schools (Campbell Adult and Community Education, East Side Adult Education, Milpitas Adult School, Santa Clara Adult Education, and Silicon Valley Adult Education) and four colleges (San Jose City College, Evergreen Valley College, Mission College, and West Valley College).

In March 2015, the SBCAE’s three-year plan to expand adult education services in the region was submitted to the California Community College Chancellor’s Office and approved. That local plan, one of 71 in the state, informed the state plan for adult education and will determine the activities of SBCEA for the next three years.

In June 2015, the Governor proposed and the Legislature approved an Adult Education Block Grant (AEBG) of dedicated funding. AB-104 requires all member institutions to participate in the decision-making process, and calls for public meetings with formal representatives of each member district. Subsequently, each member’s governing board must approve the representatives of each member district. The change in representation is being proposed to reflect a redistribution of duties across deans at Mission College.

Coordination
Duties and responsibilities of the colleges’ representatives include attending required meetings and planning sessions, participating in the decision-making process, and executing other duties assigned to them.

Follow-up/Outcome
Upon the approval of the Board of Trustees, Aaron Tolbert will join the representative from West Valley College on the SBCAE Steering Committee representing WVMCCD. Valerie Jensen will continue to serve Mission College as an alternate representative.

Action items will be acted upon in one motion unless they are removed from the Consent Agenda for discussion and action. Information items will not be discussed unless they are removed from the Consent Agenda.
**Subject**: 5.6 RATIFICATION OF VENDOR WARRANTS


**Meeting**: Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

**Access**: Public

**Type**: Action (Consent)

**Recommended Action**: The Board of Trustees ratify vendor payments from April 1, 2020 through June 30, 2020: Banner warrant numbers 00325662-00326555 and !0003211-!0003636** totaling $16,637,396.98 and July 1, 2020 through September 30, 2020: Banner warrant numbers 00326557-00327551 and !0003638 -!0003681** totaling $23,249,840.26.

**Prepared By**: Kay Van Kirk

**Reviewed By**: Linda Wilczewski and Ngoc Chim

**Approved By**: Bradley Davis

**Funding Source/Fiscal Impact**: N/A

**Reference(s)**
Education Code Sections 81655 and 81656, as well as Board Policy 6300, require the Board of Trustees to ratify the warrant list.

**Background/Alternatives**
The District was granted authority to prepare and release warrants as required.

**Coordination**
The vendor warrant list is reviewed by Trustee Adrienne Grey.

**Follow-up/Outcome**
No further action is required.

*Action items will be acted upon in one motion unless they are removed from the Consent Agenda for discussion and action. Information items will not be discussed unless they are removed from the Consent Agenda.*
Subject 5.7 APPOINTMENT TO CITIZENS’ BOND OVERSIGHT COMMITTEE (CBOC) -
Recommendation: The Board of Trustees approve the appointment of Mr. Travis
Ginn to the CBOC.

Meeting Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access Public

Type Action (Consent)

Recommended Action The Board of Trustees approve the appointment of Mr. Travis Ginn to the CBOC.

Prepared By: Christina Booth

Reviewed By: Javier Castruita

Approved By: Bradley Davis

Funding Source/Fiscal Impact
There is no fiscal impact associated with this item.

Reference(s)
The CBOC was established pursuant to conditions of Proposition 39 as defined in the California Constitution; BP/AP
6740; item 6.4 approved at the February 3, 2005, Board of Trustees meeting; items 7.7 and 7.8 approved at the
July 17, 2012, Board of Trustees meeting; item 7.7 approved at the May 20, 2014, Board of Trustees meeting, and
item 7.5 approved at the February 5, 2019, Board of Trustees meeting.

The committee must consist of a minimum of seven members representing the following:

- One (1) student enrolled and active in a community college support group, such as student government.
- One (1) member active in a business organization representing the business community located in the
  District.
- One (1) member active in a senior citizens’ organization.
- One (1) member active in a bona-fide taxpayers association.
- One (1) member active in a support organization for either Mission College or West Valley College, such as a
  foundation.
- Two (2) members of the community at-large.

Background/Alternatives
Mr. Ginn is a student enrolled at West Valley College and a member of the Veteran’s Club. He is being
recommended for appointment to fill the West Valley College student representative vacancy for an initial two-year

Coordination
This item was discussed by the Chancellor and current CBOC members.

Follow-up/Outcome
Upon Board approval, Mr. Ginn will be appointed as a member of the CBOC.

Action items will be acted upon in one motion unless they are removed from the Consent Agenda for discussion and
action. Information items will not be discussed unless they are removed from the Consent Agenda.
Subject 5.8 FINANCIAL STATEMENTS AND BUDGET ADJUSTMENTS - Recommendation:
The Board of Trustees approve the financial statements and budget adjustments as specified for the period of July 1, 2020, through September 30, 2020 (First Quarter). The summary of significant changes lists the First Quarter’s cumulative budget transactions.

Meeting Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access Public

Type Action (Consent)

Recommended Action The Board of Trustees approve the financial statements and budget adjustments as specified for the period of July 1, 2020, through September 30, 2020 (First Quarter). The summary of significant changes lists the First Quarter’s cumulative budget transactions.

Prepared By: Susie McDonnell

Reviewed By: Linda Wilczewski and Ngoc Chim

Approved By: Bradley Davis

Funding Source/Fiscal Impact
This activity reports the sources and uses of the various funds of the District. All budget transfers reflect either:

1. Increases/decreases in expenditures that correspond to associated revenue increases/decreases; or
2. Movement of equal budget amounts from one account to another; or
3. Increases/decreases in expenditures or revenues that directly impact Fund Balance.

Allocations of carry-overs result in a reduction of the beginning fund balances for FY 2020-21. Other budget adjustments are recommended to realign the budget with anticipated or actual expenditures or to make adjustments resulting from changes in revenue.

Reference(s)
Education Code Section 84040 provides that the governing board of a community college district, as required by regulations of the Board of Governors, shall periodically report information to the Board of Governors regarding the fiscal condition of the district. This assessment includes a comparison of budget to actual amounts. Once a budget is adopted, the total designated for each major expenditure classification is the maximum expenditure allowed. Pursuant to Title 5, California Code of Regulations Section 58307, any budget transfers between major classifications, or from reserves, must be authorized by the governing board.

Background/Alternatives
A summary of all funds is presented on the following pages. It should be noted that the Adopted Budget includes current year allocations that have been approved by the Board of Trustees on October 6, 2020. The Actual balances reported as of September 30, 2020, do not include any outstanding encumbrances.

Fund 110 - Unrestricted General Fund
The attached schedules indicate an increase of $300 in revenues and a decrease of $1,113 in expenditures. These changes are primarily due to the following:

- **Revenues**
  - $300 increase for WVC Student Transcript Fees.

- **Expenditures**
  - $1,113 decrease in expense budget was recorded in error and has been corrected in the 2nd quarter.
  - $300 budget was set up to offset the revenues from above.

Fund 12x & 13x – Restricted General Fund (Grants)
The attached schedules indicate an increase of $1,128,887 in revenues and in expenditures. These changes are primarily due to the following:

**Revenues**
- $644,583 increase for Districtwide COVID-19 Block Grant.
- $474,304 increase for MC Student Success Completion Grant (SSCG).
- $10,000 increase for MC East Side Union High School District Grant.

**Expenditures**
- Offsetting expenditures for revenues listed above.

**Fund 591 – Community Ed Workforce and Economic Development Fund**

The attached schedules indicate a decrease of $50,000 in revenues and $49,529 in expenditures. The difference between the revenues and expenditures equates to $471, which came from fund balance. These changes are primarily due to the following:

**Revenues**
- $50,000 decrease for MC due to budget incorrectly set-up for Fund 591703.

**Expenditures**
- $50,000 budget was decreased to offset the revenues from above.
- $471 was from miscellaneous budget adjustments using fund balance.

**Fund 722 – Student Representative Fee Trust Fund**

The attached schedules indicate an increase in revenues and expenditures of $1,069 for MC Student Activities.

**Fund 741 – Student Financial Aid Trust Fund**

The attached schedules indicate an increase of $38,225 in revenues and in expenditures. These changes are primarily due to the following:

**Revenues**
- $18,225 increase for MC Direct Lending (Student Loans).
- $17,000 increase for MC Cal Grant C.
- $3,000 increase for MC Cal Grant A.

**Expenditures**
- Offsetting expenditures for revenues listed above.

**Fund 791 – OPEB Trust Fund**

The attached schedules indicate an increase in revenues of $430,693 for investment gain during the First Quarter.

**Coordination**
The Associate Vice Chancellor of Finance and Administration will coordinate changes to the budget with the College Vice Presidents of Administrative Services.

**Follow-up/Outcome**

Upon Board approval, budget adjustments will be incorporated in the Second Quarter Financial Report.

**File Attachments**

Attach. 5.8 FY2021 Q1 Financial Statements.pdf (151 KB)

*Action items will be acted upon in one motion unless they are removed from the Consent Agenda for discussion and action. Information items will not be discussed unless they are removed from the Consent Agenda.*
West Valley-Mission Community College  
First Quarter Financial Statements  
FY 2020-2021  

**Fund 110 - Unrestricted General Fund**  

<table>
<thead>
<tr>
<th></th>
<th>Adopted Budget</th>
<th>1st Qtr. Work. Budget</th>
<th>Actual as of 09/30/20</th>
<th>% of Actual</th>
<th>Adopted to 1st Qtr. Budget Adjust.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>810 Federal</td>
<td>$5,000</td>
<td>$5,000</td>
<td>-</td>
<td>0.00%</td>
<td>$-</td>
</tr>
<tr>
<td>860 State</td>
<td>10,026,881</td>
<td>10,026,881</td>
<td>863,439</td>
<td>8.61%</td>
<td>300</td>
</tr>
<tr>
<td>880 Local</td>
<td>148,422,713</td>
<td>148,423,013</td>
<td>6,591,636</td>
<td>4.44%</td>
<td>300</td>
</tr>
<tr>
<td>898 Transfers In</td>
<td>-</td>
<td>-</td>
<td>477</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>$158,454,594</td>
<td>$158,454,894</td>
<td>$7,455,553</td>
<td>4.71%</td>
<td>$300</td>
</tr>
<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 Academic Salaries</td>
<td>$60,829,004</td>
<td>$60,712,697</td>
<td>13,707,977</td>
<td>22.58%</td>
<td>$(116,307)</td>
</tr>
<tr>
<td>200 Non-Instructional Salaries</td>
<td>27,293,113</td>
<td>27,352,281</td>
<td>6,284,488</td>
<td>22.98%</td>
<td>59,168</td>
</tr>
<tr>
<td>300 Employee Benefits</td>
<td>35,012,049</td>
<td>35,086,637</td>
<td>6,604,714</td>
<td>18.82%</td>
<td>74,588</td>
</tr>
<tr>
<td>400 Supplies / Materials</td>
<td>2,082,439</td>
<td>1,904,069</td>
<td>66,064</td>
<td>3.47%</td>
<td>$(178,370)</td>
</tr>
<tr>
<td>500 Operating Expenses</td>
<td>11,682,015</td>
<td>11,825,357</td>
<td>6,591,636</td>
<td>21.37%</td>
<td>143,342</td>
</tr>
<tr>
<td>600 Capital Outlay</td>
<td>471,800</td>
<td>472,100</td>
<td>300</td>
<td>1.84%</td>
<td>300</td>
</tr>
<tr>
<td>700 Other Student Aid/Other Outgo</td>
<td>84,076</td>
<td>84,076</td>
<td>1,400</td>
<td>1.67%</td>
<td>-</td>
</tr>
<tr>
<td>730 Transfers Out</td>
<td>16,000,803</td>
<td>16,000,803</td>
<td>2,285,590</td>
<td>14.28%</td>
<td>-</td>
</tr>
<tr>
<td>790 Contingency Holding</td>
<td>-</td>
<td>16,166</td>
<td>-</td>
<td>0.00%</td>
<td>16,166</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$153,455,299</td>
<td>$153,454,186</td>
<td>$31,483,026</td>
<td>20.52%</td>
<td>$(1,113)</td>
</tr>
<tr>
<td><strong>Net Change to Fund Balance</strong></td>
<td>$4,999,295</td>
<td>$5,000,708</td>
<td>$(24,027,473)</td>
<td>32.72%</td>
<td>$(1,113)</td>
</tr>
<tr>
<td><strong>Beginning Fund Balance</strong></td>
<td>$59,127,795</td>
<td>$59,127,795</td>
<td>$59,127,795</td>
<td>-</td>
<td>$1,413</td>
</tr>
<tr>
<td><strong>Estimated Ending Fund Balance</strong></td>
<td>$64,127,090</td>
<td>$64,128,503</td>
<td>$35,100,322</td>
<td>-</td>
<td>$1,413</td>
</tr>
</tbody>
</table>

**Fund 12x & 13x - Restricted General Fund (Grants)**  

<table>
<thead>
<tr>
<th></th>
<th>Adopted Budget</th>
<th>1st Qtr. Work. Budget</th>
<th>Actual as of 09/30/20</th>
<th>% of Actual</th>
<th>Adopted to 1st Qtr. Budget Adjust.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>810 Federal</td>
<td>$9,084,141</td>
<td>$9,084,141</td>
<td>$773,742</td>
<td>8.52%</td>
<td>$-</td>
</tr>
<tr>
<td>860 State</td>
<td>21,555,154</td>
<td>22,684,041</td>
<td>$10,298,314</td>
<td>45.40%</td>
<td>1,128,887</td>
</tr>
<tr>
<td>880 Local</td>
<td>5,371,570</td>
<td>5,371,570</td>
<td>$1,091,943</td>
<td>20.33%</td>
<td>-</td>
</tr>
<tr>
<td>898 Transfers In</td>
<td>32,189</td>
<td>32,189</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>$36,043,054</td>
<td>$37,171,941</td>
<td>$12,164,000</td>
<td>32.72%</td>
<td>$1,128,887</td>
</tr>
<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 Academic Salaries</td>
<td>$4,949,312</td>
<td>$5,209,967</td>
<td>$1,009,847</td>
<td>19.21%</td>
<td>$260,655</td>
</tr>
<tr>
<td>200 Non-Instructional Salaries</td>
<td>7,417,936</td>
<td>7,603,120</td>
<td>$1,382,764</td>
<td>18.19%</td>
<td>185,184</td>
</tr>
<tr>
<td>300 Employee Benefits</td>
<td>3,838,282</td>
<td>3,907,747</td>
<td>$797,337</td>
<td>20.40%</td>
<td>69,465</td>
</tr>
<tr>
<td>400 Supplies / Materials</td>
<td>3,316,138</td>
<td>3,465,272</td>
<td>$182,636</td>
<td>5.27%</td>
<td>149,134</td>
</tr>
<tr>
<td>500 Operating Expenses</td>
<td>9,736,740</td>
<td>9,914,588</td>
<td>$454,103</td>
<td>4.58%</td>
<td>177,819</td>
</tr>
<tr>
<td>600 Capital Outlay</td>
<td>2,150,938</td>
<td>2,274,106</td>
<td>$677,512</td>
<td>29.79%</td>
<td>123,168</td>
</tr>
<tr>
<td>730 Transfers Out</td>
<td>44,624</td>
<td>44,624</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>760 Other Student Aid</td>
<td>3,755,126</td>
<td>3,918,588</td>
<td>$1,042,385</td>
<td>26.60%</td>
<td>163,462</td>
</tr>
<tr>
<td>790 Contingency Holding</td>
<td>893,790</td>
<td>893,790</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$36,102,886</td>
<td>$37,231,773</td>
<td>$5,537,583</td>
<td>14.87%</td>
<td>$1,128,887</td>
</tr>
<tr>
<td><strong>Net Change to Fund Balance</strong></td>
<td>$(59,832)</td>
<td>$(59,832)</td>
<td>$6,626,416</td>
<td>-</td>
<td>$-</td>
</tr>
<tr>
<td><strong>Beginning Fund Balance</strong></td>
<td>$59,832</td>
<td>$59,832</td>
<td>$59,832</td>
<td>-</td>
<td>$-</td>
</tr>
<tr>
<td><strong>Estimated Ending Fund Balance</strong></td>
<td>$66,682,248</td>
<td>$66,682,248</td>
<td>$66,682,248</td>
<td>-</td>
<td>$-</td>
</tr>
</tbody>
</table>
# Fund 137 - Other Restricted General Fund (Eco Pass)

<table>
<thead>
<tr>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D % of Actual</th>
<th>E Difference Adopted to 1st Qtr. Budget Adjust.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Adopted Budget</td>
<td>1st Qtr. Working Budget</td>
<td>Actual as of 09/30/20</td>
<td>(C/B)</td>
</tr>
<tr>
<td>Revenues</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>810 Federal</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>0.00%</td>
</tr>
<tr>
<td>860 State</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>880 Local</td>
<td>152,000</td>
<td>152,000</td>
<td>83,765</td>
<td>55.11%</td>
</tr>
<tr>
<td>898 Transfers In</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>Total Revenues</td>
<td>$ 152,000</td>
<td>$ 152,000</td>
<td>$ 83,765</td>
<td>55.11%</td>
</tr>
<tr>
<td>Expenditures</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 Academic Salaries</td>
<td>$ -</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>200 Non-Instructional Salaries</td>
<td>10,000</td>
<td>10,000</td>
<td>6,699</td>
<td>66.99%</td>
</tr>
<tr>
<td>300 Employee Benefits</td>
<td>660</td>
<td>660</td>
<td>439</td>
<td>66.53%</td>
</tr>
<tr>
<td>400 Supplies / Materials</td>
<td>3,340</td>
<td>3,340</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>500 Operating Expenses</td>
<td>138,000</td>
<td>138,000</td>
<td>8,403</td>
<td>6.09%</td>
</tr>
<tr>
<td>600 Capital Outlay</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>730 Transfers Out</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>760 Other Student Aid</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>Total Expenditures</td>
<td>$ 152,000</td>
<td>$ 152,000</td>
<td>$ 15,541</td>
<td>10.22%</td>
</tr>
<tr>
<td>Net Change to Fund Balance</td>
<td>$ -</td>
<td>$ -</td>
<td>$ 68,224</td>
<td></td>
</tr>
<tr>
<td>Beginning Fund Balance</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td></td>
</tr>
<tr>
<td>Estimated Ending Fund Balance</td>
<td>$ -</td>
<td>$ -</td>
<td>$ 68,224</td>
<td></td>
</tr>
</tbody>
</table>

# Fund 138 - Health Services Fund

<table>
<thead>
<tr>
<th></th>
<th>Adopted Budget</th>
<th>1st Qtr. Working Budget</th>
<th>Actual as of 09/30/20</th>
<th>% of Actual 1st Qtr. Working Budget (C/B)</th>
<th>Difference Adopted to 1st Qtr. Budget Adjust. (B-A)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenues</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>810 Federal</td>
<td>$ 95,565</td>
<td>$ 95,565</td>
<td>$ 95,565</td>
<td>100.00%</td>
<td>$ -</td>
</tr>
<tr>
<td>860 State</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>880 Local</td>
<td>709,250</td>
<td>709,250</td>
<td>434,986</td>
<td>61.33%</td>
<td>-</td>
</tr>
<tr>
<td>898 Transfers In</td>
<td>600</td>
<td>600</td>
<td>37</td>
<td>0.05%</td>
<td>-</td>
</tr>
<tr>
<td>Total Revenues</td>
<td>$ 805,415</td>
<td>$ 805,415</td>
<td>$ 530,551</td>
<td>65.87%</td>
<td>$ -</td>
</tr>
<tr>
<td>Expenditures</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 Academic Salaries</td>
<td>$ 172,410</td>
<td>$ 172,410</td>
<td>$ 45,524</td>
<td>26.40%</td>
<td>$ -</td>
</tr>
<tr>
<td>200 Non-Instructional Salaries</td>
<td>457,628</td>
<td>457,628</td>
<td>90,325</td>
<td>19.74%</td>
<td>-</td>
</tr>
<tr>
<td>300 Employee Benefits</td>
<td>150,209</td>
<td>150,209</td>
<td>45,569</td>
<td>30.34%</td>
<td>-</td>
</tr>
<tr>
<td>400 Supplies / Materials</td>
<td>82,888</td>
<td>82,888</td>
<td>37</td>
<td>0.05%</td>
<td>-</td>
</tr>
<tr>
<td>500 Operating Expenses</td>
<td>117,003</td>
<td>117,003</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>600 Capital Outlay</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>730 Transfers Out</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>760 Other Student Aid</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>Total Expenditures</td>
<td>$ 980,138</td>
<td>$ 980,138</td>
<td>$ 181,456</td>
<td>18.51%</td>
<td>$ -</td>
</tr>
<tr>
<td>Net Change to Fund Balance</td>
<td>$ (174,723)</td>
<td>$ (174,723)</td>
<td>$ 349,095</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td>Beginning Fund Balance</td>
<td>$ 831,911</td>
<td>$ 831,911</td>
<td>$ 831,911</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td>Estimated Ending Fund Balance</td>
<td>$ 657,188</td>
<td>$ 657,188</td>
<td>$ 1,181,007</td>
<td>$ -</td>
<td>$ -</td>
</tr>
</tbody>
</table>
West Valley-Mission Community College  
First Quarter Financial Statements  
FY 2020-2021

### Fund 139 - Parking Fund

<table>
<thead>
<tr>
<th></th>
<th>Adopted Budget</th>
<th>1st Qtr. Working Budget</th>
<th>Actual as of 09/30/20</th>
<th>% of Actual 1st Qtr. Working Budget</th>
<th>Difference Adopted to 1st Qtr. Budget Adjust.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>810 Federal</td>
<td>$</td>
<td>- $</td>
<td>- $</td>
<td>0.00%</td>
<td>-$</td>
</tr>
<tr>
<td>860 State</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>880 Local</td>
<td>818,750</td>
<td>818,750</td>
<td>27,116</td>
<td>3.31%</td>
<td>-</td>
</tr>
<tr>
<td>898 Transfers In</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>$818,750</td>
<td>$818,750</td>
<td>$27,116</td>
<td>3.31%</td>
<td>$</td>
</tr>
<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 Academic Salaries</td>
<td>$</td>
<td>- $</td>
<td>- $</td>
<td>0.00%</td>
<td>-$</td>
</tr>
<tr>
<td>200 Non-Instructional Salaries</td>
<td>799,708</td>
<td>799,708</td>
<td>195,145</td>
<td>24.40%</td>
<td>-</td>
</tr>
<tr>
<td>300 Employee Benefits</td>
<td>319,766</td>
<td>319,766</td>
<td>88,325</td>
<td>27.62%</td>
<td>-</td>
</tr>
<tr>
<td>400 Supplies / Materials</td>
<td>26,500</td>
<td>26,500</td>
<td>590</td>
<td>2.23%</td>
<td>-</td>
</tr>
<tr>
<td>500 Operating Expenses</td>
<td>146,554</td>
<td>146,554</td>
<td>33,627</td>
<td>22.95%</td>
<td>-</td>
</tr>
<tr>
<td>600 Capital Outlay</td>
<td>20,000</td>
<td>20,000</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>730 Transfers Out</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>760 Other Student Aid</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$1,312,528</td>
<td>$1,312,528</td>
<td>$317,688</td>
<td>24.20%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Net Change to Fund Balance</strong></td>
<td>$(493,778)</td>
<td>$(493,778)</td>
<td>$(290,572)</td>
<td>$</td>
<td>-</td>
</tr>
<tr>
<td><strong>Beginning Fund Balance</strong></td>
<td>$1,270,700</td>
<td>$1,270,700</td>
<td>$1,270,700</td>
<td>$</td>
<td>-</td>
</tr>
<tr>
<td><strong>Estimated Ending Fund Balance</strong></td>
<td>$776,922</td>
<td>$776,922</td>
<td>$980,128</td>
<td>$</td>
<td>-</td>
</tr>
</tbody>
</table>

### Fund 212 - General Obligation Bonds Debt Service Fund

<table>
<thead>
<tr>
<th></th>
<th>Adopted Budget</th>
<th>1st Qtr. Working Budget</th>
<th>Actual as of 09/30/20</th>
<th>% of Actual 1st Qtr. Working Budget</th>
<th>Difference Adopted to 1st Qtr. Budget Adjust.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>810 Federal</td>
<td>$</td>
<td>- $</td>
<td>- $</td>
<td>0.00%</td>
<td>-$</td>
</tr>
<tr>
<td>860 State</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>880 Local</td>
<td>41,360,311</td>
<td>41,360,311</td>
<td>171,553</td>
<td>0.41%</td>
<td>-</td>
</tr>
<tr>
<td>898 Transfers In</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>$41,390,311</td>
<td>$41,390,311</td>
<td>$171,882</td>
<td>0.42%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 Academic Salaries</td>
<td>$</td>
<td>- $</td>
<td>- $</td>
<td>0.00%</td>
<td>-$</td>
</tr>
<tr>
<td>200 Non-Instructional Salaries</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>300 Employee Benefits</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>400 Supplies / Materials</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>500 Operating Expenses</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>600 Capital Outlay</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>710 Other Outgo</td>
<td>53,830,856</td>
<td>53,830,856</td>
<td>41,321,578</td>
<td>76.76%</td>
<td>-</td>
</tr>
<tr>
<td>730 Transfers Out</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$53,830,856</td>
<td>$53,830,856</td>
<td>$41,321,578</td>
<td>76.76%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Net Change to Fund Balance</strong></td>
<td>$(12,440,545)</td>
<td>$(12,440,545)</td>
<td>$(41,149,696)</td>
<td>$</td>
<td>-</td>
</tr>
<tr>
<td><strong>Beginning Fund Balance</strong></td>
<td>$49,232,927</td>
<td>$49,232,927</td>
<td>$49,232,927</td>
<td>$</td>
<td>-</td>
</tr>
<tr>
<td><strong>Estimated Ending Fund Balance</strong></td>
<td>$36,792,382</td>
<td>$36,792,382</td>
<td>$8,083,231</td>
<td>$</td>
<td>-</td>
</tr>
</tbody>
</table>
### Fund 291 - Retiree Health Benefit Fund

<table>
<thead>
<tr>
<th></th>
<th>Adopted Budget</th>
<th>1st Qtr. Working Budget</th>
<th>Actual 1st Qtr. as of 09/30/20</th>
<th>% of Actual Working Budget</th>
<th>Difference Adopted to 1st Qtr. Budget Adjust.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>810 Federal</td>
<td>$</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>$</td>
</tr>
<tr>
<td>860 State</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>880 Local</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>898 Transfers In</td>
<td>4,919,022</td>
<td>4,919,022</td>
<td>1,035,590</td>
<td>21.05%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>$ 4,919,022</td>
<td>$ 4,919,022</td>
<td>$ 1,035,590</td>
<td>21.05%</td>
<td>$</td>
</tr>
<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 Academic Salaries</td>
<td>$</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>$</td>
</tr>
<tr>
<td>200 Non-Instructional Salaries</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>300 Employee Benefits</td>
<td>4,919,022</td>
<td>4,919,022</td>
<td>1,033,316</td>
<td>21.01%</td>
<td>-</td>
</tr>
<tr>
<td>400 Supplies / Materials</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>500 Operating Expenses</td>
<td>64,000</td>
<td>64,000</td>
<td>19,833</td>
<td>30.99%</td>
<td>-</td>
</tr>
<tr>
<td>600 Capital Outlay</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>710 Debt Services</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>730 Transfers Out</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$ 4,983,022</td>
<td>$ 4,983,022</td>
<td>$ 1,053,149</td>
<td>21.13%</td>
<td>$</td>
</tr>
<tr>
<td><strong>Net Change to Fund Balance</strong></td>
<td>$(64,000)</td>
<td>$(64,000)</td>
<td>$(17,559)</td>
<td>-</td>
<td>$</td>
</tr>
<tr>
<td><strong>Beginning Fund Balance</strong></td>
<td>$ 11,127,488</td>
<td>$ 11,127,488</td>
<td>$ 11,127,488</td>
<td>-</td>
<td>$</td>
</tr>
<tr>
<td><strong>Estimated Ending Fund Balance</strong></td>
<td>$ 11,063,488</td>
<td>$ 11,063,488</td>
<td>$ 11,109,929</td>
<td>-</td>
<td>$</td>
</tr>
</tbody>
</table>

### Fund 292 - Lease Revenue Bonds Debt Service Fund

<table>
<thead>
<tr>
<th></th>
<th>Adopted Budget</th>
<th>1st Qtr. Working Budget</th>
<th>Actual 1st Qtr. as of 09/30/20</th>
<th>% of Actual Working Budget</th>
<th>Difference Adopted to 1st Qtr. Budget Adjust.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>810 Federal</td>
<td>$</td>
<td>84,320</td>
<td>-</td>
<td>0.00%</td>
<td>$</td>
</tr>
<tr>
<td>860 State</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>880 Local</td>
<td>-</td>
<td>-</td>
<td>38</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>898 Transfers In</td>
<td>2,839,492</td>
<td>2,839,492</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>$ 2,923,812</td>
<td>$ 2,923,812</td>
<td>$ 38</td>
<td>0.00%</td>
<td>$</td>
</tr>
<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 Academic Salaries</td>
<td>$</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>$</td>
</tr>
<tr>
<td>200 Non-Instructional Salaries</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>300 Employee Benefits</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>400 Supplies / Materials</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>500 Operating Expenses</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>600 Capital Outlay</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>710 Other Outgo</td>
<td>2,629,694</td>
<td>2,629,694</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>730 Transfers Out</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$ 2,629,694</td>
<td>$ 2,629,694</td>
<td>-</td>
<td>0.00%</td>
<td>$</td>
</tr>
<tr>
<td><strong>Net Change to Fund Balance</strong></td>
<td>$ 294,118</td>
<td>$ 294,118</td>
<td>38</td>
<td>$</td>
<td>-</td>
</tr>
<tr>
<td><strong>Beginning Fund Balance</strong></td>
<td>$ 373,943</td>
<td>$ 373,943</td>
<td>$ 373,943</td>
<td>-</td>
<td>$</td>
</tr>
<tr>
<td><strong>Estimated Ending Fund Balance</strong></td>
<td>$ 668,061</td>
<td>$ 668,061</td>
<td>$ 373,981</td>
<td>-</td>
<td>$</td>
</tr>
</tbody>
</table>
West Valley-Mission Community College  
First Quarter Financial Statements  
FY 2020-2021

**Fund 330 - Child Development Fund**

<table>
<thead>
<tr>
<th></th>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>E</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Adopted</td>
<td>1st Qtr.</td>
<td>Actual</td>
<td>% of Actual</td>
<td>Difference</td>
</tr>
<tr>
<td></td>
<td>Budget</td>
<td>Working Budget</td>
<td>as of 09/30/20</td>
<td>1st Qtr. Working Budget</td>
<td>Budget Adjust.</td>
</tr>
<tr>
<td>Revenues</td>
<td></td>
<td></td>
<td></td>
<td>(C/B)</td>
<td>(B-A)</td>
</tr>
<tr>
<td>810 Federal</td>
<td>$39,395</td>
<td>$39,395</td>
<td>-</td>
<td>0.00%</td>
<td>$</td>
</tr>
<tr>
<td>860 State</td>
<td>337,290</td>
<td>337,290</td>
<td>1,564</td>
<td>4.64%</td>
<td>-</td>
</tr>
<tr>
<td>880 Local</td>
<td>8,500</td>
<td>8,500</td>
<td>1,530</td>
<td>18.00%</td>
<td>-</td>
</tr>
<tr>
<td>898 Transfers In</td>
<td>44,624</td>
<td>44,624</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>Total Revenues</td>
<td>$429,809</td>
<td>$429,809</td>
<td>$3,094</td>
<td>0.72%</td>
<td>$</td>
</tr>
<tr>
<td>Expenditures</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 Academic Salaries</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>$</td>
</tr>
<tr>
<td>200 Non-Instructional Salaries</td>
<td>358,936</td>
<td>358,936</td>
<td>262,898</td>
<td>73.24%</td>
<td>-</td>
</tr>
<tr>
<td>300 Employee Benefits</td>
<td>179,526</td>
<td>145,383</td>
<td>179,526</td>
<td>80.98%</td>
<td>-</td>
</tr>
<tr>
<td>400 Supplies / Materials</td>
<td>25,759</td>
<td>25,759</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>500 Operating Expenses</td>
<td>32,750</td>
<td>1,351</td>
<td>32,750</td>
<td>4.12%</td>
<td>-</td>
</tr>
<tr>
<td>600 Capital Outlay</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>730 Transfers Out</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>760 Other Student Aid</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>Total Expenditures</td>
<td>$596,971</td>
<td>$596,971</td>
<td>$409,632</td>
<td>68.62%</td>
<td>$</td>
</tr>
<tr>
<td>Net Change to Fund Balance</td>
<td>$(167,162)</td>
<td>$(167,162)</td>
<td>$(406,538)</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Estimated Ending Fund Balance</td>
<td>$274,078</td>
<td>$274,078</td>
<td>$34,702</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Fund 410 - Capital Projects Fund**

|                  | Adopted  | 1st Qtr.  | Actual    | % of Actual    | Difference |
|                  | Budget   | Working Budget | as of 09/30/20 | 1st Qtr. Working Budget | Budget Adjust. |
| Revenues         |          |           |           | (C/B)          | (B-A)      |
| 810 Federal      | -        | -        | -        | 0.00%          | $          |
| 860 State        | 11,448,658 | 11,448,658 | 94,657 | 0.83%          | -          |
| 880 Local        | 4,597,073 | 23,076   | 4,597,073 | 0.50%         | -          |
| 898 Transfers In | 5,000,000 | 1,250,000 | 5,000,000 | 25.00%        | -          |
| Total Revenues   | $21,045,731 | $1,367,733 | 5,000,000 | 6.50%         | -          |
| Expenditures     |          |           |           |                |            |
| 100 Academic Salaries | -     | -        | -        | 0.00%          | $          |
| 200 Non-Instructional Salaries | 20,000 | 20,000   | -        | 0.00%          | -          |
| 300 Employee Benefits | 1,832  | 1,832   | -        | 0.00%          | -          |
| 400 Supplies / Materials | 74,000  | 7,803    | 128,566  | 6.07%          | 54,566     |
| 500 Operating Expenses | 979,480 | 62,837  | 969,914  | 6.48%          | (9,566)    |
| 600 Capital Outlay | 13,270,686 | 122,692 | 13,225,686 | 0.93%         | (45,000)   |
| 710 Other Outgo   | -        | -        | -        | 0.00%          | -          |
| 730 Transfers Out | -        | -        | -        | 0.00%          | -          |
| Total Expenditures | $14,345,998 | $193,332 | 135%    | $          |
| Net Change to Fund Balance | $6,699,733 | $1,174,401 | $1,174,401 | $          |
| Estimated Ending Fund Balance | $17,242,781 | $17,242,781 | $11,717,449 | $          |
West Valley-Mission Community College  
First Quarter Financial Statements  
FY 2020-2021

**Fund 430 - General Obligation Bonds Construction Fund**

<table>
<thead>
<tr>
<th></th>
<th>Adopted Budget</th>
<th>1st Qtr. Working Budget</th>
<th>Actual as of 09/30/20</th>
<th>% of Actual 1st Qtr. Working Budget</th>
<th>Difference Adopted to 1st Qtr. Budget Adjust.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>810 Federal</td>
<td>$</td>
<td>- $</td>
<td>- $</td>
<td>- 0.00% $</td>
<td>-</td>
</tr>
<tr>
<td>860 State</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>880 Local</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>886 Interest</td>
<td>4,767,011</td>
<td>4,767,011</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>898 Transfers In</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>$ 4,767,011</td>
<td>$ 4,767,011</td>
<td>-</td>
<td>0.00% $</td>
<td>-</td>
</tr>
<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Academic Salaries</td>
<td>$</td>
<td>- $</td>
<td>- $</td>
<td>- 0.00% $</td>
<td>-</td>
</tr>
<tr>
<td>Non-Instructional Salaries</td>
<td>1,751,075</td>
<td>1,751,195</td>
<td>405,523</td>
<td>23.16% $</td>
<td>120</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td>689,570</td>
<td>689,450</td>
<td>162,738</td>
<td>23.60% (120)</td>
<td></td>
</tr>
<tr>
<td>Supplies / Materials</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>12,515,175</td>
<td>12,521,971</td>
<td>-</td>
<td>0.00%</td>
<td>6,796</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>233,340,760</td>
<td>233,332,964</td>
<td>9,282,059</td>
<td>3.98%</td>
<td>(7,796)</td>
</tr>
<tr>
<td>Bond Administrative Fees</td>
<td>-</td>
<td>1,000</td>
<td>500</td>
<td>50.00%</td>
<td>1,000</td>
</tr>
<tr>
<td>Transfers Out</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$ 248,296,580</td>
<td>$ 248,296,580</td>
<td>$ 9,850,820</td>
<td>3.97%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Net Change to Fund Balance</strong></td>
<td>(243,529,569)</td>
<td>(243,529,569)</td>
<td>(9,850,820)</td>
<td>$</td>
<td>-</td>
</tr>
<tr>
<td><strong>Beginning Fund Balance</strong></td>
<td>$ 243,529,569</td>
<td>$ 243,529,569</td>
<td>$ 243,529,569</td>
<td>$</td>
<td>-</td>
</tr>
<tr>
<td><strong>Estimated Ending Fund Balance</strong></td>
<td>$ -</td>
<td>-</td>
<td>-</td>
<td>$ 233,678,749</td>
<td></td>
</tr>
</tbody>
</table>

**Fund 591 - Community Ed Workforce and Economic Development Fund**

<table>
<thead>
<tr>
<th></th>
<th>Adopted Budget</th>
<th>1st Qtr. Working Budget</th>
<th>Actual as of 09/30/20</th>
<th>% of Actual 1st Qtr. Working Budget</th>
<th>Difference Adopted to 1st Qtr. Budget Adjust.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>810 Federal</td>
<td>$</td>
<td>- $</td>
<td>- $</td>
<td>- 0.00% $</td>
<td>-</td>
</tr>
<tr>
<td>860 State</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>880 Local</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>898 Transfers In</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>$ 2,015,795</td>
<td>$ 1,965,795</td>
<td>$ 353,757</td>
<td>18.00%</td>
<td>(50,000)</td>
</tr>
<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Academic Salaries</td>
<td>$</td>
<td>114,175</td>
<td>39,598</td>
<td>34.68%</td>
<td>425</td>
</tr>
<tr>
<td>Non-Instructional Salaries</td>
<td>1,264,505</td>
<td>1,264,505</td>
<td>285,099</td>
<td>22.55%</td>
<td>-</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td>364,827</td>
<td>364,873</td>
<td>103,431</td>
<td>28.35%</td>
<td>46</td>
</tr>
<tr>
<td>Supplies / Materials</td>
<td>91,582</td>
<td>83,582</td>
<td>2,100</td>
<td>2.51%</td>
<td>(8,000)</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>1,290,414</td>
<td>1,248,414</td>
<td>18,607</td>
<td>1.49%</td>
<td>(42,000)</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>6,548</td>
<td>6,548</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>Transfers Out</td>
<td>600</td>
<td>600</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>Other Student Aid</td>
<td>1,500</td>
<td>1,500</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$ 3,133,726</td>
<td>$ 3,084,197</td>
<td>$ 448,835</td>
<td>14.55%</td>
<td>(49,529)</td>
</tr>
<tr>
<td><strong>Net Change to Fund Balance</strong></td>
<td>$ (1,117,931)</td>
<td>$ (1,118,402)</td>
<td>$ (95,078)</td>
<td>$</td>
<td>(471)</td>
</tr>
<tr>
<td><strong>Beginning Fund Balance</strong></td>
<td>$ 1,388,776</td>
<td>$ 1,388,776</td>
<td>$ 1,388,776</td>
<td>$</td>
<td>-</td>
</tr>
<tr>
<td><strong>Estimated Ending Fund Balance</strong></td>
<td>$ 270,845</td>
<td>$ 270,374</td>
<td>$ 1,293,698</td>
<td>$</td>
<td>-</td>
</tr>
</tbody>
</table>
# West Valley-Mission Community College
## First Quarter Financial Statements
### FY 2020-2021

**Fund 597 - Entrepreneurial Fund**

<table>
<thead>
<tr>
<th></th>
<th>A Adopted Budget</th>
<th>B 1st Qtr. Working Budget</th>
<th>C Actual as of 09/30/20</th>
<th>D % of Actual 1st Qtr. Working Budget (C/B)</th>
<th>E Difference Adopted to 1st Qtr. Budget Adjust. (B-A)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>810 Federal</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>0.00%</td>
<td>$</td>
</tr>
<tr>
<td>860 State</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>880 Local</td>
<td>1,030,907</td>
<td>1,030,907</td>
<td>95,845</td>
<td>9.30%</td>
<td>-</td>
</tr>
<tr>
<td>898 Transfers In</td>
<td>57,553</td>
<td>57,553</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>$ 1,088,460</td>
<td>$ 1,088,460</td>
<td>$ 95,845</td>
<td>8.81%</td>
<td>$</td>
</tr>
<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 Academic Salaries</td>
<td>$ 89,496</td>
<td>$ 89,496</td>
<td>$ 9,183</td>
<td>10.26%</td>
<td>$</td>
</tr>
<tr>
<td>200 Non-Instructional Salaries</td>
<td>$ 628,881</td>
<td>$ 628,881</td>
<td>$ 110,722</td>
<td>17.61%</td>
<td>-</td>
</tr>
<tr>
<td>300 Employee Benefits</td>
<td>$ 222,000</td>
<td>$ 222,000</td>
<td>$ 44,069</td>
<td>19.85%</td>
<td>-</td>
</tr>
<tr>
<td>400 Supplies / Materials</td>
<td>$ 106,389</td>
<td>$ 106,389</td>
<td>$ 297</td>
<td>0.28%</td>
<td>-</td>
</tr>
<tr>
<td>500 Operating Expenses</td>
<td>$ 599,306</td>
<td>$ 599,306</td>
<td>$ 94,609</td>
<td>15.79%</td>
<td>-</td>
</tr>
<tr>
<td>600 Capital Outlay</td>
<td>$ 163,814</td>
<td>$ 163,814</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>730 Transfers Out</td>
<td>$ 57,553</td>
<td>$ 57,553</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>760 Other Student Aid</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$ 1,867,439</td>
<td>$ 1,867,439</td>
<td>$ 258,879</td>
<td>13.96%</td>
<td>$</td>
</tr>
<tr>
<td><strong>Net Change to Fund Balance</strong></td>
<td>$ (778,979)</td>
<td>$(778,979)</td>
<td>$(163,035)</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td><strong>Beginning Fund Balance</strong></td>
<td>$ 2,012,966</td>
<td>$ 2,012,966</td>
<td>$ 2,012,966</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td><strong>Estimated Ending Fund Balance</strong></td>
<td>$ 1,233,987</td>
<td>$ 1,233,987</td>
<td>$ 1,849,931</td>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>

**Fund 711 - Associated Students Trust Fund**

<table>
<thead>
<tr>
<th></th>
<th>A Adopted Budget</th>
<th>B 1st Qtr. Working Budget</th>
<th>C Actual as of 09/30/20</th>
<th>D % of Actual 1st Qtr. Working Budget (C/B)</th>
<th>E Difference Adopted to 1st Qtr. Budget Adjust. (B-A)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>810 Federal</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>0.00%</td>
<td>$</td>
</tr>
<tr>
<td>860 State</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>880 Local</td>
<td>188,000</td>
<td>188,000</td>
<td>140,030</td>
<td>74.48%</td>
<td>-</td>
</tr>
<tr>
<td>898 Transfers In</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>$ 188,000</td>
<td>$ 188,000</td>
<td>$ 140,030</td>
<td>74.48%</td>
<td>$</td>
</tr>
<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 Academic Salaries</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>0.00%</td>
<td>$</td>
</tr>
<tr>
<td>200 Non-Instructional Salaries</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>300 Employee Benefits</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>400 Supplies / Materials</td>
<td>38,500</td>
<td>38,500</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>500 Operating Expenses</td>
<td>148,500</td>
<td>148,500</td>
<td>15,225</td>
<td>10.25%</td>
<td>-</td>
</tr>
<tr>
<td>600 Capital Outlay</td>
<td>1,000</td>
<td>1,000</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>730 Transfers Out</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>760 Other Student Aid</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$ 188,000</td>
<td>$ 188,000</td>
<td>$ 15,225</td>
<td>8.10%</td>
<td>$</td>
</tr>
<tr>
<td><strong>Net Change to Fund Balance</strong></td>
<td>$ -</td>
<td>-</td>
<td>-</td>
<td>124,805</td>
<td>$</td>
</tr>
<tr>
<td><strong>Beginning Fund Balance</strong></td>
<td>$ 514,653</td>
<td>$ 514,653</td>
<td>$ 514,653</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td><strong>Estimated Ending Fund Balance</strong></td>
<td>$ 514,653</td>
<td>$ 514,653</td>
<td>$ 639,458</td>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>
### Fund 722 - Student Representative Fee Trust Fund

<table>
<thead>
<tr>
<th></th>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>E</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Adopted Budget</td>
<td>1st Qtr. Working Budget</td>
<td>Actual as of 09/30/20</td>
<td>% of Actual 1st Qtr. Working Budget</td>
<td>Difference Adopted to 1st Qtr. Budget Adjust.</td>
</tr>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>810 Federal</td>
<td>$</td>
<td>-</td>
<td>$</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>860 State</td>
<td></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>880 Local</td>
<td>35,000</td>
<td>36,069</td>
<td>35,309</td>
<td>97.89%</td>
<td>1,069</td>
</tr>
<tr>
<td>898 Transfers In</td>
<td></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>$35,000</td>
<td>$36,069</td>
<td>$35,309</td>
<td>97.89%</td>
<td>$1,069</td>
</tr>
<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 Academic Salaries</td>
<td>$ -</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>200 Non-Instructional Salaries</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>300 Employee Benefits</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>400 Supplies / Materials</td>
<td>9,418</td>
<td>9,418</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>500 Operating Expenses</td>
<td>16,500</td>
<td>17,569</td>
<td>-</td>
<td>0.00%</td>
<td>1,069</td>
</tr>
<tr>
<td>600 Capital Outlay</td>
<td>2,000</td>
<td>2,000</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>730 Transfers Out</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>760 Other Student Aid</td>
<td>13,500</td>
<td>13,500</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>780 Other Outgo</td>
<td>17,500</td>
<td>17,500</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$58,918</td>
<td>$59,987</td>
<td>-</td>
<td>0.00%</td>
<td>$1,069</td>
</tr>
<tr>
<td><strong>Net Change to Fund Balance</strong></td>
<td>$(23,918)</td>
<td>$(23,918)</td>
<td>$35,309</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Beginning Fund Balance</strong></td>
<td>$23,918</td>
<td>$23,918</td>
<td>$23,918</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Estimated Ending Fund Balance</strong></td>
<td>$-</td>
<td>$-</td>
<td>$59,227</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

### Fund 731 - Student Body Center Fee Fund

<table>
<thead>
<tr>
<th></th>
<th>Adopted Budget</th>
<th>1st Qtr. Working Budget</th>
<th>Actual as of 09/30/20</th>
<th>% of Actual 1st Qtr. Working Budget</th>
<th>Difference Adopted to 1st Qtr. Budget Adjust.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>810 Federal</td>
<td>$</td>
<td>-</td>
<td>$</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>860 State</td>
<td></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>880 Local</td>
<td>444,948</td>
<td>444,948</td>
<td>162,891</td>
<td>36.61%</td>
<td>$ -</td>
</tr>
<tr>
<td>898 Transfers In</td>
<td></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>$444,948</td>
<td>$444,948</td>
<td>$162,891</td>
<td>36.61%</td>
<td>$ -</td>
</tr>
<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 Academic Salaries</td>
<td>$ -</td>
<td>-</td>
<td>3,284</td>
<td>9,332</td>
<td>284.18%</td>
</tr>
<tr>
<td>200 Non-Instructional Salaries</td>
<td>336,549</td>
<td>333,265</td>
<td>70,991</td>
<td>21.30%</td>
<td>(3,284)</td>
</tr>
<tr>
<td>300 Employee Benefits</td>
<td>144,287</td>
<td>144,287</td>
<td>36,398</td>
<td>25.23%</td>
<td>-</td>
</tr>
<tr>
<td>400 Supplies / Materials</td>
<td>42,817</td>
<td>42,817</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>500 Operating Expenses</td>
<td>94,500</td>
<td>94,500</td>
<td>20,093</td>
<td>21.26%</td>
<td>-</td>
</tr>
<tr>
<td>600 Capital Outlay</td>
<td>23,662</td>
<td>23,662</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>730 Transfers Out</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>760 Other Student Aid</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$641,815</td>
<td>$641,815</td>
<td>$136,814</td>
<td>21.32%</td>
<td>$ -</td>
</tr>
<tr>
<td><strong>Net Change to Fund Balance</strong></td>
<td>$(196,867)</td>
<td>$(196,867)</td>
<td>$26,077</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Beginning Fund Balance</strong></td>
<td>$318,867</td>
<td>$318,867</td>
<td>$318,867</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Estimated Ending Fund Balance</strong></td>
<td>$122,000</td>
<td>$122,000</td>
<td>$344,944</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>
### Fund 741 - Student Financial Aid Trust Fund

<table>
<thead>
<tr>
<th></th>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>E</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Adopted Budget</td>
<td>1st Qtr. Working Budget</td>
<td>Actual as of 09/30/20</td>
<td>% of Actual 1st Qtr. Working Budget (C/B)</td>
<td>Difference Adopted to 1st Qtr. Budget Adjust. (B-A)</td>
</tr>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>810 Federal</td>
<td>$10,746,834</td>
<td>$10,765,059</td>
<td>$1,349,198</td>
<td>12.53%</td>
<td>$18,225</td>
</tr>
<tr>
<td>860 State</td>
<td>778,869</td>
<td>798,869</td>
<td>564,181</td>
<td>70.62%</td>
<td>20,000</td>
</tr>
<tr>
<td>880 Local</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>898 Transfers In</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>$11,525,703</td>
<td>$11,563,928</td>
<td>$1,913,379</td>
<td>16.55%</td>
<td>$38,225</td>
</tr>
<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 Academic Salaries</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>200 Non-Instructional Salaries</td>
<td>250,678</td>
<td>250,678</td>
<td>3,979</td>
<td>1.59%</td>
<td>-</td>
</tr>
<tr>
<td>300 Employee Benefits</td>
<td>6,604</td>
<td>6,604</td>
<td>44</td>
<td>0.66%</td>
<td>-</td>
</tr>
<tr>
<td>400 Supplies / Materials</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>500 Operating Expenses</td>
<td>74,670</td>
<td>74,670</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>600 Capital Outlay</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>730 Transfers Out</td>
<td>32,189</td>
<td>32,189</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>760 Other Student Aid</td>
<td>11,164,376</td>
<td>11,202,601</td>
<td>2,211,387</td>
<td>19.83%</td>
<td>38,225</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$11,528,517</td>
<td>$11,566,742</td>
<td>$2,225,409</td>
<td>19.24%</td>
<td>$38,225</td>
</tr>
<tr>
<td><strong>Net Change to Fund Balance</strong></td>
<td>$(2,814)</td>
<td>$(2,814)</td>
<td>$(312,030)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Beginning Fund Balance</strong></td>
<td>$28,869</td>
<td>$28,869</td>
<td>$28,869</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Estimated Ending Fund Balance</strong></td>
<td>$26,055</td>
<td>$26,055</td>
<td>$(283,161)</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

### Fund 751/752 - Scholarship Fund

<table>
<thead>
<tr>
<th></th>
<th>Adopted Budget</th>
<th>1st Qtr. Working Budget</th>
<th>Actual as of 09/30/20</th>
<th>% of Actual 1st Qtr. Working Budget (C/B)</th>
<th>Difference Adopted to 1st Qtr. Budget Adjust. (B-A)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>810 Federal</td>
<td>$-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>860 State</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>880 Local</td>
<td>563,450</td>
<td>563,450</td>
<td>536,127</td>
<td>95.15%</td>
<td>-</td>
</tr>
<tr>
<td>898 Transfers In</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>$563,450</td>
<td>$563,450</td>
<td>$536,127</td>
<td>95.15%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 Academic Salaries</td>
<td>$-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>200 Non-Instructional Salaries</td>
<td>5,000</td>
<td>5,000</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>300 Employee Benefits</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>400 Supplies / Materials</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>500 Operating Expenses</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>600 Capital Outlay</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>730 Transfers Out</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>760 Other Student Aid</td>
<td>717,349</td>
<td>717,349</td>
<td>236,625</td>
<td>32.76%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$722,349</td>
<td>$722,349</td>
<td>$236,625</td>
<td>32.76%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Net Change to Fund Balance</strong></td>
<td>$(158,899)</td>
<td>$(158,899)</td>
<td>$299,502</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Beginning Fund Balance</strong></td>
<td>$185,715</td>
<td>$185,715</td>
<td>$185,715</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Estimated Ending Fund Balance</strong></td>
<td>$26,816</td>
<td>$26,816</td>
<td>$485,217</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>
## Fund 791 - OPEB Trust Fund

<table>
<thead>
<tr>
<th></th>
<th>Adopted Budget</th>
<th>1st Qtr. Working Budget</th>
<th>Actual as of 09/30/20</th>
<th>% of Actual 1st Qtr. Working Budget (C/B)</th>
<th>Difference Adopted to 1st Qtr. Budget Adjust. (B-A)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>810 Federal</td>
<td>$</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>$(C/B)</td>
</tr>
<tr>
<td>860 State</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>880 Local</td>
<td>2,000,000</td>
<td>2,430,693</td>
<td>2,430,693</td>
<td>100.00%</td>
<td>430,693</td>
</tr>
<tr>
<td>898 Transfers In</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>$2,000,000</td>
<td>$2,430,693</td>
<td>$2,430,693</td>
<td>100.00%</td>
<td>$430,693</td>
</tr>
<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 Academic Salaries</td>
<td>$</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>$(C/B)</td>
</tr>
<tr>
<td>200 Non-Instructional Salaries</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>300 Employee Benefits</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>400 Supplies / Materials</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>500 Operating Expenses</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>600 Capital Outlay</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>710 Other Outgo</td>
<td>63,000</td>
<td>63,000</td>
<td>17,073</td>
<td>27.10%</td>
<td>-</td>
</tr>
<tr>
<td>730 Transfer Out</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$63,000</td>
<td>$63,000</td>
<td>$17,073</td>
<td>27.10%</td>
<td>$(C/B)</td>
</tr>
<tr>
<td><strong>Net Change to Fund Balance</strong></td>
<td>$1,937,000</td>
<td>$2,367,693</td>
<td>$2,413,621</td>
<td>430,693</td>
<td>-</td>
</tr>
<tr>
<td><strong>Beginning Fund Balance</strong></td>
<td>$77,621,098</td>
<td>$77,621,098</td>
<td>$77,621,098</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Estimated Ending Fund Balance</strong></td>
<td>$79,558,098</td>
<td>$79,988,791</td>
<td>$80,034,719</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

## Fund 792 - Pension Stabilization Fund

<table>
<thead>
<tr>
<th></th>
<th>Adopted Budget</th>
<th>1st Qtr. Working Budget</th>
<th>Actual as of 09/30/20</th>
<th>% of Actual 1st Qtr. Working Budget (C/B)</th>
<th>Difference Adopted to 1st Qtr. Budget Adjust. (B-A)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>810 Federal</td>
<td>$</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>$(C/B)</td>
</tr>
<tr>
<td>860 State</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>880 Local</td>
<td>1,000,000</td>
<td>1,000,000</td>
<td>592,321</td>
<td>59.23%</td>
<td>-</td>
</tr>
<tr>
<td>898 Transfers In</td>
<td>3,242,289</td>
<td>3,242,289</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>$4,242,289</td>
<td>$4,242,289</td>
<td>$592,321</td>
<td>13.96%</td>
<td>$(C/B)</td>
</tr>
<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 Academic Salaries</td>
<td>$</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>$(C/B)</td>
</tr>
<tr>
<td>200 Non-Instructional Salaries</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>300 Employee Benefits</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>400 Supplies / Materials</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>500 Operating Expenses</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>600 Capital Outlay</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td>710 Other Outgo</td>
<td>36,000</td>
<td>36,000</td>
<td>10,310</td>
<td>28.64%</td>
<td>-</td>
</tr>
<tr>
<td>730 Transfer Out</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$36,000</td>
<td>$36,000</td>
<td>$10,310</td>
<td>28.64%</td>
<td>$(C/B)</td>
</tr>
<tr>
<td><strong>Net Change to Fund Balance</strong></td>
<td>$4,206,289</td>
<td>$4,206,289</td>
<td>$582,011</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Beginning Fund Balance</strong></td>
<td>$18,739,055</td>
<td>$18,739,055</td>
<td>$18,739,055</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Estimated Ending Fund Balance</strong></td>
<td>$22,945,344</td>
<td>$22,945,344</td>
<td>$19,321,066</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>
5. Consent Agenda

Subject: 5.9 2020-21 CCFS 311 FIRST QUARTER FINANCIAL REPORT - Recommendation: The Board of Trustees accept the 2020-21 First Quarter Financial Report and authorize Finance staff to forward the CCFS-311Q Report to the California Community Colleges Chancellor’s Office (CCCCO)

Meeting: Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access: Public

Type: Action (Consent)

Recommended Action: The Board of Trustees accept the 2020-21 First Quarter Financial Report and authorize Finance staff to forward the CCFS-311Q Report to the California Community Colleges Chancellor’s Office (CCCCO).

Prepared By: Linda Wilczewski

Reviewed By: Ngoc Chim

Approved By: Bradley Davis

Funding Source/Fiscal Impact
The projected ending fund balance of $60.9 million includes the estimated 5% reserve of $7.7 million, assigned fund balance of $5.7 million for banked leave liability, projected $42.1 million in community support fund reserve, estimated $4.6 million (3%) in contingency reserve, and a projected $800,000 set aside for prepaid, Student Transcript/Material, and future board elections.

Reference(s)
Title 5 of the California Code of Regulations, Section 58310, requires that the chief executive officer, or other designee of the governing board of each district, regularly report to the governing board of the district, the financial and budgetary conditions of the district on a quarterly basis. This report is referred to as the CCFS-311Q and must be delivered to the California Community Colleges System Office no later than forty-five days following the completion of each quarter.

Background/Alternatives
The CCFS-311Q reports only the Unrestricted General Fund.

The report is set up in seven sections:

- Section I. Unrestricted General Fund Revenue, Expenditure, and Fund Balance (Comparison of Actuals for three prior years)
- Section II. Annualized Attendance FTES
- Section III. Total General Fund Cash Balance (Unrestricted and Restricted)
- Section IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance (Comparison of Adopted Budget, Working Budget to Actuals)
- Section V. Employee Contract Settlements
- Section VI. Significant District fiscal events that impact the current quarter
- Section VII. Significant District fiscal problems for the year or next fiscal year

A copy of the CCFS-311Q for the Unrestricted General Fund is presented on the following pages. It should be noted that Section I, columns 1 through 3, shows the actuals for prior fiscal years. Column 4 shows the projected actuals for July 1, 2020 through June 30, 2021.

Significant Events
The ending cash balance reported in the Santa Clara County Treasury as of September 30, 2020, was $72 million as noted in Section III, Column 4. The District will continue to monitor cash flow on a monthly basis to ensure fiscal stability.

Section IV, Column 1 is the Final Budget for FY 20-21, which was approved by the Board of Trustees on October 6, 2020. Annual Current Budget, Column 2, is the adjusted budget which includes the First Quarter budget adjustments. The adjustment includes the current allocations, major object budget transfers, and carryover balances that have been approved by the Board of Trustees. Year-to-date actuals, Column 3, are revenues and expenses posted in the general ledger as of September 30, 2020.
Section VI of the CCFS-311Q reports that the District anticipates a reduction of FY 20-21 projected property tax revenues in the amount of $3.2M.

Section VII of the CCFS-311Q reports that the District does not have at this point in time any known fiscal problems for FY 20-21 nor FY 21-22.

**Coordination**
This report was prepared by the executive director of financial services and reviewed by the associate vice chancellor of finance and administration.

**Follow-up/Outcome**
Upon Board approval, the executive director of financial services will forward the CCFS-311Q to the State Chancellor’s Office.

*File Attachments*
Attach. 5.9 311 1st Quarter 2021.rev.pdf (480 KB)

*Action items will be acted upon in one motion unless they are removed from the Consent Agenda for discussion and action. Information items will not be discussed unless they are removed from the Consent Agenda.*
### Quarterly Financial Status Report, CCFS-311Q

**District:** (490) WEST VALLEY  
**Fiscal Year:** 2020-2021  
**Quarter Ended:** (Q1) Sep 30, 2020

#### I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

**A. Revenues:**

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>A.1</td>
<td>Unrestricted General Fund Revenues ( Objects 8100, 8600, 8800 )</td>
<td>140,177,864</td>
<td>151,455,206</td>
<td>173,105,142</td>
<td>155,215,124</td>
</tr>
<tr>
<td>A.2</td>
<td>Other Financing Sources ( Object 8900 )</td>
<td>34,387</td>
<td>19,813</td>
<td>24,785</td>
<td>0</td>
</tr>
<tr>
<td>A.3</td>
<td>Total Unrestricted Revenue (A.1 + A.2)</td>
<td>140,212,251</td>
<td>151,475,019</td>
<td>173,129,927</td>
<td>155,215,124</td>
</tr>
</tbody>
</table>

**B. Expenditures:**

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>J.1</td>
<td>Unrestricted General Fund Expenditures ( Objects 1000-6000 )</td>
<td>109,811,392</td>
<td>124,275,950</td>
<td>151,862,220</td>
<td>137,353,141</td>
</tr>
<tr>
<td>J.2</td>
<td>Other Outgo ( Objects 7100, 7200, 7300, 7400, 7500, 7600 )</td>
<td>21,380,944</td>
<td>32,167,417</td>
<td>17,495,353</td>
<td>16,101,045</td>
</tr>
<tr>
<td>J.3</td>
<td>Total Unrestricted Expenditures (J.1 + J.2)</td>
<td>131,192,336</td>
<td>156,443,367</td>
<td>169,357,573</td>
<td>153,454,186</td>
</tr>
</tbody>
</table>

**C. Revenues Over(Under) Expenditures (A.3 - B.3):**

<table>
<thead>
<tr>
<th>Line</th>
<th>Description</th>
<th>2017-18</th>
<th>2018-19</th>
<th>2019-20</th>
<th>2020-2021</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>9,019,915</td>
<td>-4,968,348</td>
<td>1,760,938</td>
<td></td>
</tr>
</tbody>
</table>

**D. Fund Balance, Beginning:**

<table>
<thead>
<tr>
<th>Line</th>
<th>Description</th>
<th>2017-18</th>
<th>2018-19</th>
<th>2019-20</th>
<th>2020-2021</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>51,303,875</td>
<td>60,323,790</td>
<td>59,127,795</td>
<td></td>
</tr>
</tbody>
</table>

**E. Fund Balance, Ending (C. + D.2):**

<table>
<thead>
<tr>
<th>Line</th>
<th>Description</th>
<th>2017-18</th>
<th>2018-19</th>
<th>2019-20</th>
<th>2020-2021</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>60,323,790</td>
<td>55,355,442</td>
<td>60,888,733</td>
<td></td>
</tr>
</tbody>
</table>

**F.1 Percentage of GF Fund Balance to GF Expenditures (E. / B.3):**

<table>
<thead>
<tr>
<th>Line</th>
<th>Description</th>
<th>2017-18</th>
<th>2018-19</th>
<th>2019-20</th>
<th>2020-2021</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>46%</td>
<td>35.4%</td>
<td>39.7%</td>
<td></td>
</tr>
</tbody>
</table>

#### II. Annualized Attendance FTES:

This data is being captured in CCFS-320 and is no longer required here.

**G.1 Annualized FTES (excluding apprentice and non-resident):**

<table>
<thead>
<tr>
<th>Line</th>
<th>Description</th>
<th>2017-18</th>
<th>2018-19</th>
<th>2019-20</th>
<th>2020-2021</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>173,105,142</td>
<td>24,785</td>
<td>173,129,927</td>
<td></td>
</tr>
</tbody>
</table>

#### III. Total General Fund Cash Balance (Unrestricted and Restricted)

<table>
<thead>
<tr>
<th>Line</th>
<th>Description</th>
<th>As of the specified quarter ended for each fiscal year</th>
</tr>
</thead>
<tbody>
<tr>
<td>H.1</td>
<td>Cash, excluding borrowed funds</td>
<td>71,306,127</td>
</tr>
<tr>
<td>H.2</td>
<td>Cash, borrowed funds only</td>
<td>0</td>
</tr>
<tr>
<td>H.3</td>
<td>Total Cash (H.1+ H.2)</td>
<td>65,112,433</td>
</tr>
</tbody>
</table>

#### IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

<table>
<thead>
<tr>
<th>Line</th>
<th>Description</th>
<th>Adopted Budget (Col. 1)</th>
<th>Annual Current Budget (Col. 2)</th>
<th>Year-to-Date Actuals (Col. 3)</th>
<th>Percentage (Col. 3/Col. 2)</th>
</tr>
</thead>
<tbody>
<tr>
<td>I.1</td>
<td>Unrestricted General Fund Revenues ( Objects 8100, 8600, 8800 )</td>
<td>158,454,594</td>
<td>158,454,894</td>
<td>7,455,553</td>
<td>4.7%</td>
</tr>
<tr>
<td>I.2</td>
<td>Other Financing Sources ( Object 8900 )</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>I.3</td>
<td>Total Unrestricted Revenue (I.1 + I.2)</td>
<td>158,454,594</td>
<td>158,454,894</td>
<td>7,455,553</td>
<td>4.7%</td>
</tr>
<tr>
<td>J.1</td>
<td>Unrestricted General Fund Expenditures ( Objects 1000-6000 )</td>
<td>137,370,420</td>
<td>137,353,141</td>
<td>29,196,036</td>
<td>21.3%</td>
</tr>
<tr>
<td>J.2</td>
<td>Other Outgo ( Objects 7100, 7200, 7300, 7400, 7500, 7600 )</td>
<td>21,380,944</td>
<td>32,167,417</td>
<td>17,495,353</td>
<td>16,101,045</td>
</tr>
<tr>
<td>J.3</td>
<td>Total Unrestricted Expenditures (J.1 + J.2)</td>
<td>153,194,364</td>
<td>169,520,558</td>
<td>46,572,479</td>
<td>30.5%</td>
</tr>
<tr>
<td>K.1</td>
<td>Revenues Over(Under) Expenditures (I.3 - J.3)</td>
<td>4,999,295</td>
<td>5,000,708</td>
<td>-24,027,473</td>
<td>-</td>
</tr>
<tr>
<td>L.1</td>
<td>Adjusted Fund Balance, Beginning</td>
<td>59,127,795</td>
<td>59,127,795</td>
<td>59,127,795</td>
<td></td>
</tr>
<tr>
<td>L.2</td>
<td>Fund Balance, Ending (C. + L.2)</td>
<td>60,323,790</td>
<td>55,355,442</td>
<td>60,888,733</td>
<td></td>
</tr>
<tr>
<td>M.1</td>
<td>Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)</td>
<td>41.8%</td>
<td>41.8%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### V. Has the district settled any employee contracts during this quarter?  
**NO**

#### VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of  
**YES**
audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANs), issuance of COPs, etc.?

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

The projected property tax revenues provided by the Tax Collector's Office on October 21, 2020 indicates that the District's revenue will decrease by $3.2 million compared to the August estimates. The decrease in revenue will impact the ending fund balance for FY 20/21.

VII. Does the district have significant fiscal problems that must be addressed?

<table>
<thead>
<tr>
<th></th>
<th>This year</th>
<th>Next year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>NO</td>
<td>NO</td>
</tr>
</tbody>
</table>

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)
Subject 5.10 APPROVE CONTRACT WITH DOVETAIL FOR INTERIOR SPACE PLANNING SERVICES FOR THE LIBRARY RENOVATION AT MISSION COLLEGE -
Recommendation: The Board of Trustees authorize the administration to enter into a contract with Dovetail in the amount of $124,800 for interior space planning services for the Library Renovation project at Mission College.

Meeting Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access Public

Type Action (Consent)

Recommended Action The Board of Trustees authorize the administration to enter into a contract with Dovetail in the amount of $124,800 for interior space planning services for the Library Renovation project at Mission College.

Prepared By: Javier Castruita

Reviewed By: Javier Castruita

Approved By: Bradley Davis

Funding Source/Fiscal Impact
The funding for this project comes from Measure W, line item MC-05 of the Mission College project priority list.

Reference(s)
This item is associated with the implementation of the MC Facilities Master Plan, the WVMCCD 5-Year Construction Plan, and the Measure W bond program.

Government Code Section 53060 allows the District to contract with firms for special services and advice.

Background/Alternatives
Dovetail will provide interior space planning services for the Library Renovation project at Mission College. The scope of work includes, but is not limited to, interior furniture space planning for all room types in the project, including selection of new fixtures, and furniture and equipment (FF&E); provide a cost estimate of selected FF&E; and develop final specifications and order documentation for District procurement.

The fee for this contract is a lump sum amount of $124,800.

Coordination
The associate vice chancellor of facilities development and operations and the director of construction worked on this item.

Follow-up/Outcome
Upon Board approval, a contract will be executed for Dovetail in the amount of $124,800.

Action items will be acted upon in one motion unless they are removed from the Consent Agenda for discussion and action. Information items will not be discussed unless they are removed from the Consent Agenda.
Subject: 5.11 CONTRACT INCREASE TO ANDERSON BRULE ARCHITECTS FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR THE LEARNING RESOURCE CENTER RENOVATION PROJECT AT WEST VALLEY COLLEGE - Recommendation: The Board of Trustees approve the contract increase with Anderson Brule Architects in the amount of $134,300 for architectural and engineering services for the Learning Resource Center Renovation project at West Valley College.

Meeting: Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access: Public

Type: Action (Consent)

Recommended Action: The Board of Trustees approve the contract increase with Anderson Brule Architects in the amount of $134,300 for architectural and engineering services for the Learning Resource Center Renovation project at West Valley College.

Prepared By: Javier Castruita

Reviewed By: Javier Castruita

Approved By: Bradley Davis

Funding Source/Fiscal Impact
This project is funded by a combination of Measure C, item WV-09; Measure W, item WV-03; and State Capital Outlay funds.

Reference(s)
This item is associated with the implementation of the WVC facilities master plan, the WVMCCD 5-Year Construction Plan, and the Measure C and W bond programs.

Background/Alternatives
On April 7, 2020, the Board of Trustees approved the contract with Anderson Brule Architects in the amount of $5,098,583 for the Learning Resource Center Renovation project at West Valley College. This contract increase will be for additional services, including additional cost estimating and reconciliation of budget; design concept studies for exterior façade options; and energy savings analysis per Title 24 Code. The total architectural contract for this project will be increased as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contract Amount:</td>
<td>$5,098,583</td>
</tr>
<tr>
<td>Previous Contract Increase:</td>
<td>$90,300</td>
</tr>
<tr>
<td>Contract Increase Amount:</td>
<td>$134,300</td>
</tr>
<tr>
<td><strong>New Contract Amount:</strong></td>
<td><strong>$5,323,183</strong></td>
</tr>
</tbody>
</table>

This project will renovate the Learning Resource Center originally constructed in 1972. The Learning Resource Center has 59,134 square feet and supports various programs and services, including the digital media center, TV/recording studio, writing center, library, tutorial/assessment center and DESP. The renovation project will improve functional adjacencies, promote sharing of resources, and upgrade technology and building systems. The Learning Resource Center Renovation project has received state funding and authorization to proceed with the preliminary design phase.

Coordination
The associate vice chancellor of facilities development and operations, the director of construction, and Kitchell worked together on developing this item.

Follow-up/Outcome
Upon Board approval, a fee increase will be executed for Anderson Brule Architects in the amount of $134,300.

*Action items will be acted upon in one motion unless they are removed from the Consent Agenda for discussion and action. Information items will not be discussed unless they are removed from the Consent Agenda.*
### Subject

**5.12 APPROVAL OF CHANGE ORDER FOR GRAYBAR ELECTRIC COMPANY, INC. FOR THE ELECTRIC VEHICLE CHARGING STATIONS AT WEST VALLEY COLLEGE** -

**Recommendation:** The Board of Trustees ratify the change order from Graybar Electric Company, Inc. in the amount of $15,991.65 for electrical equipment for the electric vehicle charging stations at West Valley College.

**Meeting**

Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

**Access**

Public

**Type**

Action (Consent)

**Recommended Action**

The Board of Trustees ratify the change order from Graybar Electric Company, Inc. in the amount of $15,991.65 for electrical equipment for the electric vehicle charging stations at West Valley College.

**Prepared By:** Javier Castruita

**Reviewed By:** Javier Castruita

**Approved By:** Bradley Davis

**Funding Source/Fiscal Impact**

This project will be funded by Measure W, line item DS-03 of the District Services Project Priority List.

**Reference(s)**

This item is associated with the Implementation of the WVC Facilities Master Plan, the WVMCCD 5-Year Construction Plan, and Measure W bond program.

**Background/Alternatives**

On September 15, 2020, the Board of Trustees approved the contract with Graybar Electric Company, Inc. in the amount of $136,483. This change order will include tax and equipment price increase that was not included in the original contract amount. The new contract amount will be $152,474.65.

**Coordination**

The associate vice chancellor of facilities development and operations, and the director of construction reviewed and worked on this item.

**Follow-up/Outcome**

Upon Board approval, a change order will be executed for Graybar Electric Company, Inc. in the amount of $15,991.65.

*Action items will be acted upon in one motion unless they are removed from the Consent Agenda for discussion and action. Information items will not be discussed unless they are removed from the Consent Agenda.*
5. Consent Agenda

Subject 5.13 PROJECT ASSIGNMENT AMENDMENT WITH KITCHELL FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE ELECTRIC VEHICLE CHARGING STATIONS AT WEST VALLEY COLLEGE - Recommendation: The Board of Trustees approve the project assignment amendment with Kitchell in the amount of $30,750 for construction management services for the electric vehicle charging stations project at West Valley College.

Meeting Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access Public

Type Action (Consent)

Recommended Action The Board of Trustees approve the project assignment amendment with Kitchell in the amount of $30,750 for construction management services for the electric vehicle charging stations project at West Valley College.

Prepared By: Javier Castruita
Reviewed By: Javier Castruita
Approved By: Bradley Davis

Funding Source/Fiscal Impact This project will be funded by Measure W, line item DS-03 of the District Services Project Priority List.

Reference(s) This item is associated with the implementation of the WVC Facilities Master Plan, the WVMCCD 5-Year Construction Plan, and Measure W bond program.

Background/Alternatives On October 4, 2019, the District approved the project assignment agreement with Kitchell in the amount of $88,000 for construction management services of the electric vehicle charging stations project at West Valley College. This amendment is to adjust the fees based on the new approved construction budget of $1,250,000. The fee is based on the construction budget and the negotiated fee percentage for construction management services. The project assignment amendment is as follows:

<table>
<thead>
<tr>
<th>Fee Description</th>
<th>Contract Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Contract Amount:</td>
<td>$88,000</td>
</tr>
<tr>
<td>Contract Increase Amount:</td>
<td>$30,750</td>
</tr>
<tr>
<td>New Contract Amount:</td>
<td>$118,750</td>
</tr>
</tbody>
</table>

Coordination The associate vice chancellor of facilities development and operations, and the director of construction reviewed and worked on this item.

Follow-up/Outcome Upon Board approval, a fee increase will be executed for Kitchell in the amount of $30,750.

Action items will be acted upon in one motion unless they are removed from the Consent Agenda for discussion and action. Information items will not be discussed unless they are removed from the Consent Agenda.
Subject 5.14 PROJECT ASSIGNMENT AMENDMENT WITH GILBANE BUILDING COMPANY FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE EV CHARGING STATIONS AT MISSION COLLEGE - Recommendation: The Board of Trustees approve the project assignment amendment with Gilbane Building Company in the amount of $30,750 for construction management services for the electric vehicle charging stations project at Mission College

Meeting Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access Public

Type Action (Consent)

Recommended Action The Board of Trustees approve the project assignment amendment with Gilbane Building Company in the amount of $30,750 for construction management services for the electric vehicle charging stations project at Mission College.

Prepared By: Javier Castruita

Reviewed By: Javier Castruita

Approved By: Bradley Davis

Funding Source/Fiscal Impact This project is be funded by Measure W, line item DS-03 of the District Services Project Priority List.

Reference(s) This item is associated with the implementation of the MC Facilities Master Plan, the WVMCCD 5-Year Construction Plan, and Measure W bond program.

Background/Alternatives On December 19, 2019, the District approved the project assignment agreement with Gilbane Building Company in the amount of $88,000 for construction management services of the electric vehicle charging stations project at Mission College. This amendment is to adjust the fees based on the new approved construction budget of $1,250,000. The fee is based on the construction budget and the negotiated fee percentage for construction management services. The project assignment amendment is as follows:

<table>
<thead>
<tr>
<th>Fee Description</th>
<th>Contract Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Contract Amount:</td>
<td>$88,000</td>
</tr>
<tr>
<td>Contract Increase Amount:</td>
<td>$30,750</td>
</tr>
<tr>
<td>New Contract Amount:</td>
<td>$118,750</td>
</tr>
</tbody>
</table>

Coordination The associate vice chancellor of facilities development and operations, and the director of construction reviewed and worked on this item.

Follow-up/Outcome Upon Board approval, a fee increase will be executed for Gilbane Building Company in the amount of $30,750.

Action items will be acted upon in one motion unless they are removed from the Consent Agenda for discussion and action. Information items will not be discussed unless they are removed from the Consent Agenda.
Subject

5.15 PROJECT ASSIGNMENT AMENDMENT WITH GILBANE BUILDING COMPANY FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE PLAZA LANDSCAPE PROJECT AT MISSION COLLEGE - Recommendation: The Board of Trustees approve the project assignment amendment with Gilbane Building Company in the amount of $181,500 for construction management services for the Plaza Landscape project at Mission College.

Meeting

Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access

Public

Type

Action (Consent)

Recommended Action

The Board of Trustees approve the project assignment amendment with Gilbane Building Company in the amount of $181,500 for construction management services for the Plaza Landscape project at Mission College.

Prepared By: Javier Castruita

Reviewed By: Javier Castruita

Approved By: Bradley Davis

Funding Source/Fiscal Impact

This project will be funded by Measure C, line item MC-4 of the Mission College Project Priority List.

Reference(s)

This item is associated with the implementation of the MC Facilities Master Plan, the WVMCCD 5-Year Construction Plan, and Measure C bond program.

Background/Alternatives

On May 1, 2018, the Board of Trustees approved the project assignment agreement with Gilbane Building Company in the amount of $1,185,979 for construction management services of the Main Building Demo and Plaza Landscape project at Mission College. This amendment will be for a six-month extension of construction management service to complete the Plaza Landscape project. The original substantial completion date was July 2020; the new substantial completion date is December 2020, and commissioning and close-out is January 2021. The project assignment amendment is as follows:

<table>
<thead>
<tr>
<th>Fee Description</th>
<th>Contract Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Contract Amount:</td>
<td>$1,185,979</td>
</tr>
<tr>
<td>Contract Increase Amount:</td>
<td>$181,500</td>
</tr>
<tr>
<td>New Contract Amount:</td>
<td>$1,367,479</td>
</tr>
</tbody>
</table>

Coordination

The associate vice chancellor of facilities development an operation, and the director of construction reviewed and worked on this item.

Follow-up/Outcome

Upon Board approval, a fee increase will be executed for Gilbane Building Company in the amount of $181,500.

Action items will be acted upon in one motion unless they are removed from the Consent Agenda for discussion and action. Information items will not be discussed unless they are removed from the Consent Agenda.
Subject: 5.16 APPROVE CONTRACT INCREASE WITH SMITH-EMERY OF SAN FRANCISCO, INC. FOR SPECIAL TESTING AND INSPECTION SERVICES - Recommendation: The Board of Trustees approve a contract increase with Smith-Emery in the amount of $32,801.75 for special testing and inspection services for the Plaza Landscape project at Mission College

Meeting: Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access: Public

Type: Action (Consent)

Recommended Action: The Board of Trustees approve a contract increase with Smith-Emery of San Francisco, Inc. in the amount of $32,801.75 for special testing and inspection services for the Plaza Landscape project at Mission College.

Prepared By: Javier Castruita

Reviewed By: Javier Castruita

Approved By: Bradley Davis

Funding Source/Fiscal Impact
The funding for this project comes from Measure C, item number MC-4 of the Mission College Project Priority List.

Reference(s)
This item is associated with the implementation of the MC Facilities Master Plan, the WVMCCD 5-Year Construction Plan, and the Measure C bond program.

Title 24 – Administrative Regulations requires that a Division of the State Architect (DSA)-approved and qualified Special Testing and Inspection Laboratory be hired for school construction projects. Smith-Emery meets the Title 24 requirements and qualifications.

Background/Alternatives
On June 4, 2019, the Board of Trustees approved the contract with Smith-Emery of San Francisco, Inc. in the amount of $89,404 for special testing and inspection services for the Plaza Landscape project at Mission College. The construction has been extended six months and this contract increase is for additional special testing and inspection services to complete the project per DSA requirements. The contract increase will be as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Contract Amount:</td>
<td>$89,404.00</td>
</tr>
<tr>
<td>Previous Contract Increase:</td>
<td>$52,539.41</td>
</tr>
<tr>
<td>Contract Increase Amount:</td>
<td>$32,801.75</td>
</tr>
<tr>
<td><strong>New Contract Amount:</strong></td>
<td><strong>$174,745.16</strong></td>
</tr>
</tbody>
</table>

Coordination
The associate vice chancellor of facilities development and operations, and the director of construction reviewed and worked on this item.

Follow-up/Outcome
Upon Board approval, a contract increase will be issued to Smith-Emery of San Francisco, Inc. in the amount of $32,801.75.

Action items will be acted upon in one motion unless they are removed from the Consent Agenda for discussion and action. Information items will not be discussed unless they are removed from the Consent Agenda.
5. Consent Agenda

Subject  5.17 APPROVE AWARDING DASHER RFP 03-2021 FOR DISTRICTWIDE SERVERS AND STORAGE - Recommendation: The Board of Trustees approve awarding Dasher Technologies as the most responsive and responsible vendor whose proposal is most advantageous to the District for Districtwide servers and storage.

Meeting  Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access  Public

Type  Action (Consent)

Recommended Action  The Board of Trustees approve awarding Dasher Technologies as the most responsive and responsible vendor whose proposal is most advantageous to the District for Districtwide servers and storage.

Prepared By: Kim Habian

Reviewed By: Ngoc Chim and Dan Borges

Approved By: Bradley Davis

Funding Source/Fiscal Impact
The funding will come from the Technology allocation of the Measure W bond funds, item DS-05 on the District Services Project Priority List.

Reference(s)
Per Public Contract Code Section 20651, the contract was competitively bid and meets the California Codes for bid processes. The District sought to retain one or two qualified Technology Firm(s) to provide technology infrastructure. RFP 03-2021 related primarily to two specific hardware technologies at the District: blade servers (Compute) and SAN (Storage). Each technology is unique enough where the District reserved the right to select different qualified firm(s). Due to the technology nature of this procurement and the possibility of differing solutions proposed by different vendors, the basis of award under RFP 03-2021 was not based solely on proposed pricing. The RFP criteria were: (i) responsiveness; (ii) experience/qualifications; (iii) references; and (iv) fees/costs.

Background/Alternatives
RFP 03-2021 was prepared and sent to 48 prospective bidders. The District received four proposals from:

<table>
<thead>
<tr>
<th>Bidders</th>
<th>Bid Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dasher Technologies</td>
<td>$612,529.84</td>
</tr>
<tr>
<td>KIS</td>
<td>635,100</td>
</tr>
<tr>
<td>Mission Networks</td>
<td>$1,437,164.20</td>
</tr>
<tr>
<td>Roundstone</td>
<td>$611,699-$671,649</td>
</tr>
</tbody>
</table>

Coordination
The two Bidders submitting the two highest scored RFP Response were interviewed on September 24 and 28, 2020, by a committee comprised of the following: associate vice chancellor of information and educational technology; server systems administrator; information systems supervisor; information technology technician; executive director of general services, and purchasing supervisor. Dasher Technologies received the highest score from the committee members.

Follow-up/Outcome
Upon Board approval, a Services Agreement will be executed between the District and Dasher Technologies for the District's Districtwide servers and storage and a purchase order will be issued for $612,529.84.

Action items will be acted upon in one motion unless they are removed from the Consent Agenda for discussion and action. Information items will not be discussed unless they are removed from the Consent Agenda.
## 6. College, Programs, and Services

<table>
<thead>
<tr>
<th>Subject</th>
<th>6.1 There is none.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments</td>
</tr>
<tr>
<td>Access</td>
<td>Public</td>
</tr>
<tr>
<td>Type</td>
<td>Information</td>
</tr>
</tbody>
</table>
A two-year contract renewal is due for the following administrators:

<table>
<thead>
<tr>
<th>NAME</th>
<th>TITLE</th>
<th>RANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stacy Gleixner</td>
<td>Vice President, Instruction</td>
<td>30</td>
</tr>
<tr>
<td>Eric Grabiel</td>
<td>Program Director I, Student Programs (Noncredit)</td>
<td>15</td>
</tr>
<tr>
<td>Don Houston</td>
<td>Director, Facilities Maintenance</td>
<td>15</td>
</tr>
<tr>
<td>Chigusa Katoku</td>
<td>Program Director II, Student Programs (International Studies)</td>
<td>21</td>
</tr>
<tr>
<td>James Kerbey</td>
<td>Manager, Parking and Traffic Operations</td>
<td>15</td>
</tr>
<tr>
<td>Debra Williams</td>
<td>Program Director II, Student Programs (DSPS &amp; Valor Center)</td>
<td>21</td>
</tr>
<tr>
<td>Paul Williams</td>
<td>Director, Compliance, Training and Employee Relations</td>
<td>25</td>
</tr>
</tbody>
</table>

Administrators are also eligible for compensation in the form of fringe benefits, which are limited by the coverage selected from $11,741-$28,270 on an annual basis.

**FULL EXPLANATION OF TRANSACTIONS**

**Funding Source/Fiscal Impact**
Funding for all positions is included in the regular budget development process.

**Reference(s)**
Education Code Section 72411 and Section IV of the Administrative Handbook. Full explanation of salary ranges referenced in this Board item can be found at this link:
https://wvm.edu/services/hr/comp/Forms/2020-2021.Administrators.pdf

**Background/Alternatives**
The District, in accordance with the Administrative Handbook, provides Academic and Classified Administrators with two-year renewal of standard employment contracts.
Coordination
Human Resources staff confirmed satisfactory evaluation status of the above-listed administrators. The administrators above are due for a two-year contract renewal because their current contracts end June 30, 2021. The length of the new contract will be from July 1, 2021, through June 30, 2023.

Follow-up/Outcome
Upon Board approval, and at the appropriate time, Human Resources staff will prepare contracts and meet with the administrators to sign their new contracts. The administrators will be issued new contracts according to the dates stipulated above.
I. Interim Appointment(s)
   a. Rick Bennett, Interim Vice President, Administrative Services, West Valley College, Range 30 ($14,364.91-$17,908.41/per month); effective August 10, 2020, through October 31, 2020, extend through December 31, 2020. No compensation shall be paid in the form of fringe benefits.
   b. Joe McDevitt, Interim Dean, Enrollment Services, West Valley College, Range 25 ($12,696.50-$15,828.50/per month); effective November 11, 2020, through October 31, 2021. Compensation paid in the form of fringe benefits shall be limited per the coverage selected ranging from $11,741-$28,270 on an annual basis.

II. Temporary Assignment(s)
   a. Renee Paquier, temporary 15% increase for additional duties assigned, Dean, West Valley College, Range 25 ($12,696.50-$15,828.50/per month), effective September 28, 2020, through January 31, 2021. Compensation paid in the form of fringe benefits shall be limited by the coverage selected from $11,741-$28,270 on an annual basis.
   b. James Kerbey, temporary 7% increase for additional duties assigned, Manager, Parking and Traffic Operations, West Valley-Mission Community College District, Range 11 ($8,985.67-$11,202.33/per month), effective September 1, 2020, through December 31, 2020. Compensation paid in the form of fringe benefits shall be limited by the coverage selected from $11,741-$28,270 on an annual basis.

Full Explanation of Transactions

I. Interim Appointment(s)
   a. Rick Bennett, Interim Vice President, Administrative Services, West Valley College, Range 30 ($14,364.91-$17,908.41/per month); effective August 10, 2020, through October 31, 2020, extend through December 31, 2020. No compensation shall be paid in the form of fringe benefits, in compliance with CalPERS rules governing retired annuitants.
b. Joe McDevitt, Interim Dean, Administrative Unit, Range 25 ($12,696.50-$15,828.50/per month), Enrollment Services, West Valley College, 100% of full time, 12 months per year; effective November 11, 2020, through October 31, 2021. Position ID# WAD030. Fund 110-General Fund. Compensation paid in the form of fringe benefits shall be limited per the coverage selected ranging from $11,741-$28,270 on an annual basis.

II. Temporary Assignment(s)

a. Renee Paquier, temporary 15% increase for additional duties assigned, Dean, Administrative Unit, Range 25 ($12,696.50-$15,828.50/per month), Professional Studies, West Valley College, 100% of full time, 12 months per year, effective September 28, 2020, through January 31, 2021. Position ID# WADO21. Fund 110000-General. Compensation paid in the form of fringe benefits shall be limited by the coverage selected from $11,741-$28,270 on an annual basis.
Rationale: Oversee all functions and faculty/staff of the Cilker School of Art and Design and lead the NASAD and NASM accreditation process.

b. James Kerbey, temporary 7% increase for additional duties assigned, Manager, Parking and Traffic Operations, Administrative Unit, Range 11 ($8,985.67-$11,202.33/per month), Parking Services, West Valley-Mission Community College District, 100% of full time, 12 months per year, effective September 1, 2020, through December 31, 2020. Position ID# DAD017. Fund 110000-General. Compensation paid in the form of fringe benefits shall be limited by the coverage selected from $11,741-$28,270 on an annual basis.
Rationale: Manage the facilities security program, including review of access controls, security alarms, security surveillance systems and services, manage assigned technical support staff and vendors, and coordinate the development of related plans, designs, reports, and standards for area.
7. Human Resources

Subject     7.3 EXTEND EXECUTIVE CONTRACT FOR MISSION COLLEGE PRESIDENT -
            Recommendation: The Board of Trustees extend the employment contract for
            Mission College President, Daniel Peck. President Peck's contract is in effect
            through June 30, 2021. It is recommended that his contract be revised, adding
            three years to its ending date. The contract will now be in effect July 1, 2021
            through June 30, 2024.

Meeting     Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments
Access      Public
Type        Action

Recommended Action  The Board of Trustees extend the employment contract for Mission College President,
                    Daniel Peck. President Peck's contract is in effect through June 30, 2021. It is
                    recommended that his contract be revised, adding three years to its ending date. The
                    contract will now be in effect July 1, 2021 through June 30, 2024.

Prepared By:  Ryan Ng
Reviewed By:  Eric Ramones
Approved By: Bradley Davis

Funding Source/Fiscal Impact
On-going budget.

Background/Alternatives
President Peck is in the final year of his current contract, in effect through June 30, 2021. It is recommended that his contract be
revised by adding three years to its ending date. The new contract date would be effective July 1, 2021, through June 30, 2024.

Coordination
The employment contract extension has been reviewed by District legal counsel, District Human Resources staff, and Mr. Peck. A
copy of the employment contract is available to the public upon request.

Follow-up/Outcome
Human Resources staff will secure appropriate signatures and place the contract in the personnel file.
### Subject

8.1 RESOLUTION NO. 20111001 AUTHORIZING DESIGNATION OF PROPERTY AND LIABILITY JOINT POWER AUTHORITY (JPA) REPRESENTATIVES -

**Recommendation:** The Board of Trustees adopt Resolution #20111001 designating Bay Area Community College Joint Power Authority representatives.

---

#### Meeting

Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

#### Access

Public

#### Type

Action

#### Recommended Action

The Board of Trustees adopt Resolution #20111001 designating Bay Area Community College Joint Power Authority representatives.

#### Prepared By:

Christina Booth

#### Reviewed By:

Ngoc Chim

#### Approved By:

Bradley Davis

---

#### Funding Source/Fiscal Impact

There is no fiscal impact associated with this item.

#### Reference(s)

Title 1, Division 7, Chapter 5, Article 1 (§6500 et seq.) of the Government Code of the State of California authorized joint exercise by two or more public agencies of any power common to them.

#### Background/Alternatives

The District, along with eight other community college districts, belongs to a joint power authority for property and liability coverage. The attached resolution will give authority to Ngoc Chim, Associate Vice Chancellor of Finance and Administration, to represent WVMCCD on the Property and Liability JPA and Linda Wilczewski, Executive Director of Financial Services, to serve as the alternate.

#### Coordination

This was reviewed by the Associate Vice Chancellor of Finance and Administration.

#### Follow-up/Outcome

No further action is required.

---

#### File Attachments

Attach. 8.1 Bay Area JPA.resolution 20111001.docx (17 KB)
A RESOLUTION OF THE BOARD OF TRUSTEES OF THE WEST VALLEY-MISSION COMMUNITY COLLEGE DISTRICT AUTHORIZING THE DESIGNATION OF NGOC CHIM AS THE DISTRICT’S REPRESENTATIVE ON THE GOVERNING BOARD OF THE BAY AREA COMMUNITY COLLEGES DISTRICT PROPERTY AND LIABILITY JOINT POWER AUTHORITY. LINDA WILCZEWSKI WILL SERVE AS THE ALTERNATE.

WHEREAS, Title 1, Division 7, Chapter 5, Article 1 (§6500 et seq.) of the Government Code of the State of California authorized joint exercise by two or more public agencies of any power common to them; and

WHEREAS, California law authorized college districts and Joint Powers Authorities to establish self-funded programs; and

WHEREAS, districts in California determined there was a need and formed a self-funded system for Property and Liability coverage by combining their respective efforts to establish, operate and maintain a Joint Powers Authority for self-funding of Property and Liability coverage;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the West Valley-Mission Community College District designates Ngoc Chim as its representative on the Governing Board of the Bay Area Community Colleges JPA and Linda Wilczewski as the alternate.

AYES: ________________
NOES: ________________
ABSENT: ________________

APPROVED:

_________________________
Bradley Davis
Chancellor

ATTEST:
West Valley-Mission Community College District

By_________________________
(SEAL)
Subject 8.2 RESOLUTION NO. 20111002 AUTHORIZING THE DESIGNATION OF WORKERS’ COMPENSATION JOINT POWER AUTHORITY REPRESENTATIVES -
Recommendation: The Board of Trustees adopt Resolution # 20111002 designating Northern California Community Colleges Pool Workers’ Compensation Joint Power Authority (JPA) representatives.

Meeting Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access Public

Type Action

Recommended Action The Board of Trustees adopt Resolution # 20111002 designating Northern California Community Colleges Pool Workers’ Compensation Joint Power Authority (JPA) representatives.

Prepared By: Christina Booth

Reviewed By: Ngoc Chim

Approved By: Bradley Davis

Funding Source/Fiscal Impact
There is no fiscal impact associated with this item.

Reference(s)
Title 1, Division 7, Chapter 5, Article 1 (§6500 et seq.) of the Government Code of the State of California authorized joint exercise by two or more public agencies of any power common to them.

Background/Alternatives
The District, along with other community college districts, belongs to a joint power authority for workers’ compensation. The attached resolution gives authority to Eric Ramones, Associate Vice Chancellor of Human Resources, to represent the WVMCCD on the Northern California Community Colleges Pool Workers’ Compensation JPA. Ngoc Chim, Associate Vice Chancellor of Finance and Administration, will serve as the alternate.

Coordination
This was reviewed by the Associate Vice Chancellor of Finance and Administration.

Follow-up/Outcome
No further action is required.

File Attachments
Attach. 8.2 JPA Workers comp.resolution 20111002.docx (17 KB)
A RESOLUTION OF THE BOARD OF TRUSTEES OF THE WEST VALLEY-MISSION COMMUNITY COLLEGE DISTRICT AUTHORIZING THE DESIGNATION OF ERIC RAMONES AS THE DISTRICT’S REPRESENTATIVE TO SERVE ON THE GOVERNING BOARD OF THE NORTHERN CALIFORNIA COMMUNITY COLLEGES POOL WORKERS’ COMPENSATION JOINT POWERS AUTHORITY. NGOC CHIM WILL SERVE AS THE ALTERNATE.

WHEREAS, Title 1, Division 7, Chapter 5, Article 1 (§6500 et seq.) of the Government Code of the State of California authorized joint exercise by two or more public agencies of any power common to them; and

WHEREAS, California law authorized college districts and JPA’s to establish self-funded programs; and

WHEREAS, districts in California determined there was a need and formed a self-funded system for Workers’ Compensation by combining their respective efforts to establish, operate and maintain a JPA for self-funding of Workers’ Compensation;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the West Valley-Mission Community College District designates Eric Ramones as its representative on the Governing Board of the Northern California Community Colleges Pool Workers’ Compensation JPA, and Ngoc Chim as the alternate.

AYES: ________________
NOES: ________________
ABSENT: ________________

APPROVED:

______________________
Bradley Davis
Chancellor

ATTEST:
West Valley-Mission Community College District

By ________________________________
(SEAL)

Meeting Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access Public

Type Action

Recommended Action The Board of Trustees accept the 2019-2020 District Audit Report.

Prepared By: Linda Wilczewski

Reviewed By: Ngoc Chim

Approved By: Bradley Davis

Funding Source/Fiscal Impact
There is no fiscal impact associated with this item.

Reference(s)
The District Audit is conducted in accordance with Education Code Section 84040 and Generally Accepted Government Auditing Standards.

Background/Alternatives
An oral presentation will be given at the November 10, 2020, meeting.

Coordination
This item has been coordinated with the auditor, District Budget and Finance staff, and the Chancellor’s Office. The Audit Report was thoroughly reviewed at the November 4, 2020, Board Audit and Budget Oversight Committee meeting.

Follow-up/Outcome
No additional action is required.
9.1 SECOND READING – ADOPTING BOARD POLICY 2220 COMMITTEES OF THE BOARD - Recommendation: The Board of Trustees conduct a second reading and adopt Board Policy 2220, Committees of the Board.

Meeting: Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access: Public

Type: Action

Recommended Action: The Board of Trustees conduct a second reading and adopt Board Policy 2220, Committees of the Board.

Prepared By: Gloria Gutierrez

Reviewed By: Board Policy Ad Hoc Committee

Approved By: Bradley Davis

Funding Source/Fiscal Impact: There are no fiscal impacts to approving this policy.

Reference(s): The Committees of the Board Policy is being updated to add language for the Legislative and Policy Oversight Committee. Government Code Section 54952.

Background/Alternatives: On July 7, 2020, the Board of Trustees approved the re-establishment of the Legislative and Policy Oversight Committee (LPOC), and this Board Policy was revised to include the new standing committee’s membership and charge.

Coordination: The Committees of the Board Policy has been reviewed by the Board Policy Ad Hoc Committee on September 10, 2020. The first reading by District Council was on September 28, 2020, and the second reading was on November 2, 2020. The Board of Trustees conducted and approved the first reading of Board Policy 2220 at the October 6, 2020, meeting.

Follow-up/Outcomes: Following the Board’s adoption of board policy, the District will post the policy on the District website.

File Attachments:
Attach 9.1, WVMCCD Board Policy-2220 Committees of the Board.pdf (100 KB)
BP 2220 COMMITTEES OF THE BOARD

Reference:
Government Code Section 54952

The Board may by action establish committees that it determines are necessary to assist the Board in its responsibilities. Any committee established by Board action shall comply with the requirements of the Brown Act and with these policies regarding open meetings.

Board committees that are composed solely of less than a quorum of members of the Board that are advisory are not required to comply with the Brown Act, or with these policies regarding open meetings, unless they are standing committees.

Board committees have no authority or power to act on behalf of the Board. Findings or recommendations shall be reported to the Board for consideration.

The Board has established the following Standing Committees:

- Audit and Budget Oversight Committee
- Legislative and Policy Oversight Committee

Audit and Budget Oversight Committee
The Audit and Budget Oversight Committee composition shall be three voting members of the Board of Trustees appointed by the Board President and shall operate within the provisions of the Brown Act.

The Audit and Budget Oversight Committee may perform the following functions or other functions as deemed appropriate:

- Ensuring timely completion of the Annual District Audit;
- Overseeing the timely and effective response to outstanding audit findings;
- Review the adequacy of internal controls over financial reporting and minimizes fraud, waste, and abuse;
- Maintaining compliance with District policies related to audit or budget; and
- Advising the Board on other fiscal, budget, and operations issues as necessary.

The Audit and Budget Oversight Committee may make recommendations to the Board for consideration regarding matters within the committee’s charge.
The Board may refer audit, budget, and finance matters to the Audit and Budget Oversight Committee for thorough discussion.

Representatives to Groups/Organizations
The Board may appoint such other representatives to groups and organizations as deemed appropriate.

Legislative and Policy Oversight Committee
The Legislative and Policy Oversight Committee composition shall be three voting members of the Board of Trustees appointed by the Board President and shall operate within the provisions of the Brown Act.

The Legislative and Policy Oversight Committee may perform the following functions or other functions as deemed appropriate:

- Identify priority legislation, ballot issues, and government regulations at the local, state, and federal levels and recommend official positions to the Board.
- Advocate on matters of interest to the Board and engage in the legislative process to help guide and influence the development of legislation in a timely manner.
- Establish policy and advocacy priorities on behalf of the District, its Colleges, and students.
- Provide consistent, current and timely information to the Board on legislative matters.

The Legislative and Policy Oversight Committee may make recommendations to the Board for consideration regarding matters within the committee’s charge. The Board may refer legislative, policy and advocacy matters to the Legislative and Policy Oversight Committee for thorough discussion.

Representatives to Groups/Organizations
The Board may appoint such other representatives to groups and organizations as deemed appropriate.
Funding Source/Fiscal Impact
There are no fiscal impacts to approving this policy.

Reference(s)
This policy reflects requirements in Title IX of the Education Amendments Act of 1972; 34 Code of Federal Regulations Part 106. The Prohibition of Sexual Harassment Under Title IX Board Policy (BP 3433) is being adopted to protect students, employees, unpaid interns, and volunteers in connection with all the academic, educational, extracurricular, athletic, and other programs of the District, whether those programs take place in the District’s facilities, a District bus, or at a class or training program sponsored by the District at another location.

Background/Alternatives
These changes reflect the legal requirements for Board Policy 3433 to address only sexual harassment as defined in Title IX, as provided by the Community College League of California in their special Summer Update for their Policy and Procedure Legal Service. The District contracts with the League for this service on an annual basis.

Coordination
The Prohibition of Sexual Harassment Under Title IX board policy has been reviewed with the Board Policy Ad Hoc Committee on September 10, 2020, and shared for a first reading with District Council on September 28, 2020, and a second reading on November 2, 2020. The Board of Trustees adopted the first reading of Board Policy 3433 at their October 6, 2020, meeting.

Follow-up/Outcomes
Following the Board approval of the board policy, the District will post the policy on the District website.
BP 3433  PROHIBITION OF SEXUAL HARASSMENT UNDER TITLE IX

References:
Title IX of the Education Amendments Act of 1972;
34 Code of Federal Regulations Part 106

All forms of sexual harassment are contrary to basic standards of conduct between individuals. State and federal law and this policy prohibit sexual harassment and the District will not tolerate sexual harassment. The District is committed to providing an academic and work environment that respects the dignity of individuals and groups. The District is committed to being free of sexual harassment and all forms of sexual intimidation and exploitation including acts of sexual violence.

The District seeks to foster an environment in which all employees, students, applicants for employment, and applicants for admission feel free to report incidents of sexual harassment in violation of this policy and Title IX, without fear of retaliation or reprisal. Therefore, the District also strictly prohibits retaliation against any individual for filing a complaint of sexual harassment in violation of this policy and Title IX or for participating, or refusing to participate, in a sexual harassment investigation. The District will investigate all allegations of Title IX sexual harassment and retaliation swiftly and thoroughly. If the District determines that someone has retaliated, it will take reasonable steps within its power to stop such conduct. Individuals who engage in Title IX retaliatory conduct are subject to disciplinary action, up to and including termination or expulsion.

Any employee, student, applicant for employment, or applicant for admission who believes he/she/they has been harassed or retaliated against in violation of this policy should immediately report such incidents by following the procedures described in AP 3434. The District requires supervisors to report all incidents of harassment and retaliation that come to their attention.

This policy applies to all aspects of the academic environment, including but not limited to classroom conditions, grades, academic standing, employment opportunities, scholarships, recommendations, disciplinary actions, and participation in any community college activity. In addition, this policy applies to all terms and conditions of employment, including but not limited to hiring, placement, promotion, disciplinary action, layoff, recall, transfer, leave of absence, training opportunities, and compensation.
To this end the Chancellor shall ensure that the institution undertakes education and training activities to counter sexual harassment and to prevent, minimize, or eliminate any hostile environment that impairs access to equal education opportunity or impacts the terms and conditions of employment.

The Chancellor shall establish procedures that define sexual harassment on campus. The Chancellor shall further establish procedures for employees, students, and other members of the campus community that provide for the investigation and resolution of complaints regarding sexual harassment in violation of this policy, and procedures to resolve complaints of sexual harassment in violation of this policy. State and federal law and this policy prohibit retaliatory acts against all participants by the District, its employees, students, and agents.

The District will publish and publicize this policy and related written procedures (including the procedure for making complaints) to administrators, faculty, staff, students, applicants for employment, and applicants for admission, particularly when they are new to the institution. The District will make this policy and related written procedures (including the procedures for making complaints) available in all administrative offices and will post them on the District’s website.

Employees who violate the policy and procedures may be subject to disciplinary action up to and including termination. Students who violate this policy and related procedures may be subject to disciplinary measures up to and including expulsion. Volunteers or unpaid interns who violate this policy and related procedures may be subject to disciplinary measure up to and including termination from the volunteer assignment, internship, or other unpaid work experience program.

Date Adopted: Month Day, Year
9.3 REVISION OF BOARD POLICY MANUAL – CHAPTER 4: ACADEMIC AFFAIRS – FIRST READING OF POLICY MANUAL REVISIONS BASED ON UPDATES FROM THE COMMUNITY COLLEGE LEAGUE OF CALIFORNIA (CCLC) POLICY AND PROCEDURE SERVICE - Recommendation: The Board of Trustees review and approve the First Reading draft of Board Policy Chapter 4 revisions. These drafts reflect changes and language based on District-proposed changes and CCLC Policy and Procedure Service recommended revisions.

Meeting
Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access
Public

Type
Action

Recommended Action
The Board of Trustees review and approve the First Reading draft of Board Policy Chapter 4 revisions. These drafts reflect changes and language based on District-proposed changes and Community College League of California (CCLC) Policy and Procedure Service recommended revisions.

Prepared By: Gloria Gutierrez

Reviewed By: Mission College Academic Senate, West Valley Academic Senate, and Legislative and Policy Oversight Committee

Approved By: Bradley Davis

Funding Source/Fiscal Impact
The District subscribes to the CCLC Policy and Procedures Service. Costs for the service and those that may be related to policy revision implementation are contained in the General Fund Budget.

Reference(s)
Education Code 70902 governs Board of Governors’ responsibilities for establishing “minimum conditions” for receipt of state aid by community college districts. California Code of Regulations, Title 5, commencing with section 51000, contains the conditions, which include specific district policies and procedures. All four Accreditation Standards of the Accrediting Commission for Community and Junior Colleges reference Board policies and procedures. Board Policy development is governed by current Board Policy 2410. Individual policies, including those contained herein, also stipulate their own references.

Background/Alternatives
In 2012, the Board concluded a major overhaul of the District’s Board policies, bringing them into alignment with the Community College League of California’s Policy & Procedure Service. CCLC Policy and Procedure Service provides periodic updates/revisions to participating districts. Internally, responsibility for particular chapters is assigned to different administrative and support staff for review and consideration for policy revision to best ensure that policies are compliant with state and federal laws and regulations, accreditation standards, and recommended practices. Based on recommendations from the CCLC, administrators, and constituent groups.

Coordination
The Credit for Prior Learning Board Policy 4235, has gone through two readings by Mission College Academic Senate on October 8, 2020, and October 29, 2020, and two readings by the West Valley College Academic Senate on October 13, 2020, and October 27, 2020.

The Chapter 4 board policies have gone through two readings by Mission College Academic Senate October 1, 2020 and October 8, 2020, and one reading by the West Valley College Academic Senate November 12, 2019. All Chapter 4 board policies were reviewed by the Legislative and Policy Oversight Committee on October 28, 2020, and shared for a first reading with District Council on November 2, 2020. The specific board policies in Chapter 4 that were recently updated are 4225, 4235 and 4260.

Follow-up/Outcomes
Following the Board approval of board policy, the District will post the revised policies on the District website.

File Attachments
Attach 9.3, Board Policies Chapter 4-Academic Affairs(incl 4235).pdf (32 KB)
WEST VALLEY-MISSION COMMUNITY COLLEGE DISTRICT
Board Policies
Chapter 4 – Academic Affairs

BP 4010  Academic Calendar
BP 4020  Curriculum Development
BP 4021  Hours and Units
BP 4022  Curriculum Approval
BP 4025  Philosophy and Criteria for Associate Degree & General Education
BP 4030  Academic Freedom
BP 4040  Library and Learning Support Services
BP 4050  Articulation
BP 4060  Delineation of Functions Agreements
BP 4070  Auditing and Auditing Fees
BP 4100  Graduation Requirements for Degrees and Certificates
BP 4106  Nursing Programs
BP 4110  Honorary Degrees
BP 4220  Standards of Scholarship
BP 4225  Course Repetition
BP 4226  Multiple and Overlapping Enrollments
BP 4230  Grading and Academic Record Symbols
BP 4231  Grade Changes
BP 4235  Credit for Prior Learning
BP 4240  Academic Renewal
BP 4250  Probation, Subject to Dismissal, Dismissal and Readmission
BP 4260  Prerequisites and Co-requisites
BP 4300  Field Trips and Excursions
BP 4400  Community Education Programs
BP 4225 COURSE REPETITION

References:
Title 5 Sections 55040, 55041, 55042, 55043, 55044, and 58161

Students may repeat courses in which substandard grades (less than "C") were earned. The Board has determined reasonable limitations on course repetition as described in AP 4225 titled Course Repetition.

When course repetition occurs, the permanent academic record shall be annotated in such a manner that all work remains legible, ensuring a true and complete academic history.

Under special circumstances, students may repeat courses in which a C or better grade was earned.

The special circumstances are defined in administrative procedures.

See Administrative Procedure 4225.
BP 4235  CREDIT FOR PRIOR LEARNING

Reference:
Title 5 Section 55050

Credit may be earned by students who satisfactorily pass an assessment. The Chancellor shall establish administrative procedures to implement this policy.
BP 4260 PREREQUISITES AND CO-REQUISITES

References:
Title 5 Sections 55000 and 55003

The Chancellor is authorized to establish prerequisites, co-requisites, and advisories on recommended preparation for courses in the curriculum. All such prerequisites, corequisites, and advisories shall be established in accordance with the standards set out in Title 5. Any prerequisites, co-requisites, or advisories shall be necessary and appropriate for achieving the purpose for which they are established. The procedures shall include a way in which a prerequisite or co-requisite may be challenged by a student on grounds permitted by law. Prerequisites, co-requisites, and advisories shall be identified in District publications available to students.
Subject: 9.4 REVISION OF BOARD POLICY MANUAL – CHAPTER 5: STUDENT SERVICES – FIRST READING OF POLICY MANUAL REVISIONS BASED ON UPDATES FROM THE COMMUNITY COLLEGE LEAGUE OF CALIFORNIA (CCLC) POLICY AND PROCEDURE SERVICE - Recommendation: The Board of Trustees review and approve the First Reading draft of Board Policy Chapter 5 revisions. These drafts reflect changes and language based on District-proposed changes and CCLC Policy and Procedure Service recommended revisions.

Meeting: Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments

Access: Public

Type: Action

Recommended Action: The Board of Trustees review and approve the First Reading draft of Board Policy Chapter 5 revisions. These drafts reflect changes and language based on District-proposed changes and CCLC Policy and Procedure Service recommended revisions.

Prepared By: Gloria Gutierrez

Reviewed By: Mission College Academic Senate, West Valley College Academic Senate, and the Legislative and Policy Oversight Committee

Approved By: Bradley Davis

Funding Source/Fiscal Impact:
The District subscribes to the CCLC Policy and Procedures Service. Costs for the Service and those that may be related to policy revision implementation are contained in the General Fund Budget.

Reference(s):
Education Code 70902 governs Board of Governors’ responsibilities for establishing “minimum conditions” for receipt of state aid by community college districts. California Code of Regulations, Title 5, commencing with section 51000, contains the conditions, which include specific district policies and procedures. All four Accreditation Standards of the Accrediting Commission for Community and Junior Colleges reference Board policies and procedures. Board Policy development is governed by current Board Policy 2410. Individual policies, including those contained herein, also stipulate their own references.

Background/Alternatives:
In 2012, the Board concluded a major overhaul of the District’s Board policies, bringing them into alignment with the Community College League of California’s Policy & Procedure Service. CCLC Policy and Procedure Service provides periodic updates/revisions to participating districts. Internally, responsibility for particular chapters is assigned to different administrative and support staff for review and consideration for policy revision to best ensure that policies are compliant with state and federal laws and regulations, accreditation standards, and recommended practices. Based on recommendations from the CCLC, administrators, and constituent groups.

Coordination:
The Chapter 5 board policies have gone through two readings by Mission College Academic Senate October 1, 2020, and October 8, 2020, and one reading by the West Valley College Academic Senate November 12, 2019. The Chapter 5 board policies were reviewed by the Legislative and Policy Oversight Committee on October 28, 2020, and shared for a first reading with District Council on November 2, 2020. The specific board policies in Chapter 5 that were recently updated are 5010, 5015, 5020, 5035, 5220 (new), 5400, 5500 and 5700.

Follow-up/Outcomes:
Following the Board approval of board policy, the District will post the revised policies on the District website.

File Attachments:
Attach 9.4, Board Policies Chapter 5-Student Services.docx (51 KB)
BP 5010 Admissions and Concurrent Enrollment
BP 5015 Residence Determination
BP 5020 Nonresident Tuition
BP 5030 Fees
BP 5035 Withholding of Student Records
BP 5040 Student Records and Directory Information and Privacy
BP 5050 Student Success and Support Program
BP 5052 Open Enrollment
BP 5055 Enrollment Priorities
BP 5110 Counseling
BP 5120 Transfer Center
BP 5130 Financial Aid
BP 5140 Disabled Student Programs and Services
BP 5150 Extended Opportunity Programs and Services
BP 5160 Child Care Services
BP 5200 Student Health Services
BP 5205 Student Accident Insurance
BP 5210 Communicable Disease
BP 5220 Shower Facilities for Homeless Students
BP 5300 Student Equity
BP 5400 Associated Student Organizations
BP 5410 Associated Student Organizations’ Elections
BP 5420 Associated Student Organizations’ Finance
BP 5500 Standards of Student Conduct
BP 5505 Bullying Policy
BP 5510 Off-Campus Student Organizations
BP 5570 Student Credit Card Solicitation
BP 5700 Athletics
BP 5800 Prevention of Identity Theft in Student Financial Transactions
BP 5010  ADMISSIONS AND CONCURRENT ENROLLMENT

References:
- Education Code Sections 76000, 76001, and 76002;
- Labor Code Section 3077;
- U.S. Department of Education regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended;
- 34 Code of Federal Regulations Section 668.16(p)

In accordance with the “open door” mission of community colleges, the District shall admit any California resident, and may admit any non-resident, who meets any of the following conditions and is capable of benefiting from the instruction offered:

- Any person over the age of eighteen (18) and possessing a high school diploma or its equivalent.

- Other persons over the age of 18 years and who, in the judgment of the Chancellor or his or her designee, are capable of profiting from the instruction offered. Such persons shall be admitted as provisional students, and thereafter shall be required to comply with the District's rules and regulations regarding scholastic achievement and other standards to be met by provisional or probationary students as a condition to being readmitted in any succeeding semester.

- Persons who are apprentices as defined in Labor Code Section 3077.

- The District may deny or place conditions on a student’s enrollment upon a finding by the Board or designee that the applicant has been expelled within the preceding five years or is undergoing expulsion procedures in another California community college district, and that the applicant continues to present a danger to the physical safety of the students and employees of the District.

The District shall, in its discretion, or as otherwise federally mandated, evaluate the validity of a student’s high school completion. The Chancellor shall establish procedures for evaluating the validity of a student’s high school completion.

Admission
Any student whose age or class level is equal to entering grade 10 is eligible to attend as a special part-time student for advanced scholastic or vocational courses.
Any student whose age or class level is equal to entering grade 10 is eligible to attend as a special full-time student.

Any student entering grade 10 may attend summer session.

The Chancellor shall establish procedures regarding ability to benefit and admission of high school and younger students.

**Denial of Requests for Admission**

If the Board or designee denies a request for special full time or part time enrollment by a pupil who is identified as highly gifted, the Board will record its findings and the reason for denying the request in writing within sixty (60) days.

The written recommendation and denial shall be issued at the next regularly scheduled Board meeting that occurs at least thirty (30) days after the pupil submits the request to the District.

The Chancellor shall establish procedures regarding evaluation of requests for special full time or part time enrollment by a pupil who is identified as highly gifted.

**Claims for State Apportionment for Concurrent Enrollment**

Claims for state apportionment submitted by the District based on enrollment of high school pupils shall satisfy the criteria established by statute and any applicable regulations of the Board of Governors.

The Chancellor shall establish procedures regarding compliance with statutory and regulatory criteria for concurrent enrollment.

---

**Date Adopted:** January 17, 2012

**Date Revised:**

*(Replaces current WVMCCD Policy 5.2.1)*
WVMCCD Board Policy

BP 5015

Student Services

BP 5015  RESIDENCE DETERMINATION

References:
   Education Code Sections 68040, 68086, and 76140;
   Title 5 Sections 54000 et seq.

Except for students seeking to enroll exclusively in career development and college
preparation courses, and other courses for which no credit is given, students shall be
classified at the time of each application for admission or registration as a resident or
nonresident student.

A resident is any person who has been a bona fide resident of California for at least one
year on the residence determination date. The residence determination date shall be
the day immediately preceding the first day of a semester or summer session for which
the student applies to attend.

Residence classification shall be made for each student at the time applications for
admission are accepted or registration occurs and whenever a student has not been in
attendance for more than one semester. A student previously classified as a
nonresident may be reclassified as of any residence determination date.

The Chancellor shall enact procedures to assure that residence determinations are
made in accordance with Education Code and Title 5 Regulations.

Date Adopted: January 17, 2012
Date Revised:
(This is a new policy recommended by the
Policy and Procedure Service)
BP 5020 NONRESIDENT TUITION

References:
   Education Code Sections 68050, 68051, 68130, 68130.5, 76140, and 76141;
   Title 5 Section 54045.5

Nonresident Tuition
Nonresident students shall be charged nonresident tuition for all units enrolled, unless specifically required otherwise by law.

Not later than March 1 of each year, the Chancellor shall bring to the Board for approval an action to establish nonresident tuition for the following fiscal year. The fee shall be calculated in accordance with guidelines contained in applicable state regulations and/or the California Community College Attendance Accounting Manual.

The Chancellor shall establish procedures regarding collection, waiver, and refunds of nonresident tuition.

Capital Outlay Fee
The Chancellor is authorized to implement a fee in an amount not to exceed the amount that was expended by the District for capital outlay in the preceding fiscal year divided by the total fulltime equivalent students of the District in the preceding fiscal year, to be charged only to persons who are both citizens and residents of foreign countries. The Board finds and declares that this fee does not exceed the amount expended by the District for capital outlay in the preceding year divided by the total FTES in the preceding fiscal year.

Students who would otherwise be charged this fee shall be exempt if they demonstrate that they are a victim of persecution or discrimination in the country of which they are a citizen and resident, or if they demonstrate economic hardship.

Students shall be deemed victims of persecution or discrimination if they present evidence that they are citizens and residents of a foreign country and that they have been admitted to the United States under federal regulations permitting such persons to remain in the United States. Students shall be deemed to have demonstrated economic hardship if they present evidence that they are citizens and residents of a foreign country and that they are receiving Temporary Assistance for Needy Families Program, Supplemental Income/State Supplementary benefits, or general assistance.
Students who would otherwise be charged this fee shall be exempt if they demonstrate that they have a parent who has been deported or was permitted to depart voluntarily, they moved abroad from California as a result of that deportation or voluntary departure, and they attended a public or private secondary school in the state for three or more years. Upon enrollment, students who qualify for this exemption must be in their first academic year as a matriculated student in California public higher education, live in California, and file an affidavit with the District stating that they intend to establish residency in California as soon as possible. Students must follow the appeal process through the Office of Admissions and Records.

See Administrative Procedure 5020.
BP 5035 WITHHOLDING OF STUDENT RECORDS

Reference:
Title 5 Section 59410

Students or former students who have been provided with written notice that they have failed to pay a proper financial obligation shall have grades, diplomas, and registration privileges withheld.

Date Adopted: January 17, 2012
Date Revised:
(Replaces current WVMCCD Policy 5.22.4)
BP 5220 SHOWER FACILITIES FOR HOMELESS STUDENTS

Reference:
Education Code Section 76011

The Chancellor shall establish procedures necessary to make on-campus shower facilities available to any homeless student who is enrolled in coursework, has paid enrollment fees, and is in good disciplinary standing with the district.

Date Adopted:
(This is a new policy recommended by the Policy and Procedures Service)
BP 5400 ASSOCIATED STUDENT ORGANIZATIONS

Reference:
Education Code Section 76060

The students of the District are authorized to organize student body associations. The Board hereby recognizes the Associated Student Organizations as the Mission College Associated Student Government and the Associated Students West Valley College.

The Associated Students Organizations are recognized as the official voice for the students in District and college decision-making processes. The Associated Student Organizations may conduct other activities as approved by the Chancellor. The Associated Students activities shall not conflict with the authority or responsibility of the Board or its officers or employees.

The Associated Students shall conduct themselves in accordance with state laws and regulations and administrative procedures established by the Chancellor.

The Associated Student Organizations shall be granted the use of District premises subject to such administrative procedures as may be established by the Chancellor. Such use shall not be construed as transferring ownership or control of the premises.

Date Adopted: January 17, 2012
Date Revised:
BP 5500  STUDANDS OF STUDENT CONDUCT

References:
Education Code Sections 66300 and 66301;
ACCJC Accreditation Standards I.C.8 and 10

The Chancellor shall establish procedures for the imposition of discipline on students in accordance with the requirements for due process of the federal and state law and regulations.

The procedures shall clearly define the conduct that is subject to discipline, and shall identify potential disciplinary actions, including but not limited to the removal, suspension, or expulsion of a student.

The Board shall consider any recommendation from the Chancellor for expulsion. The Board shall consider an expulsion recommendation in closed session unless the student requests that the matter be considered in a public meeting. Final action by the Board on the expulsion shall be taken at a public meeting.

The procedures shall be made widely available to students through the college catalogs and other means.

The following conduct shall constitute good cause for discipline, including but not limited to the removal, suspension, or expulsion of a student:

- Causing, attempting to cause, or threatening to cause physical injury to another person.

- Possession, sale or otherwise furnishing any firearm, knife, explosive or other dangerous object, including but not limited to any facsimile firearm, knife, or explosive, unless, in the case of possession of any object of this type, the student has obtained written permission to possess the item from a District employee, which is concurred in by the college president.
• Unlawful possession, use, sale, offer to sell, or furnishing, or being under the influence of, any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the California Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind; or unlawful possession of, or offering, arranging or negotiating the sale of any drug paraphernalia, as defined in California Health and Safety Code Section 11014.5.

• Committing or attempting to commit robbery or extortion.

• Causing or attempting to cause damage to District property or to private property on campus.

• Stealing or attempting to steal District property or private property on campus, or knowingly receiving stolen District property or private property on campus.

• Willful or persistent smoking in any area where smoking has been prohibited by law or by regulation of the college or the District.

• Sexual assault or sexual exploitation regardless of the victim’s affiliation with the District.

• Committing sexual harassment as defined by law or by District policies and procedures.

• Engaging in harassing or discriminatory behavior based on disability, sex, gender identity and expression, nationality, race or ethnicity, religion, sexual orientation, age, or any other status protected by law.

• Engaging in intimidating conduct or bullying against another student through words or actions, including direct physical contact; verbal assaults, such as teasing or name-calling; social isolation or manipulation; and cyberbullying.

• Willful misconduct, which results in injury or death to a student or to college personnel or which results in cutting, defacing, or other injury to any real or personal property owned by the District or on campus.

• Disruptive behavior, willful disobedience, habitual profanity or vulgarity, or the open and persistent defiance of the authority of, or persistent abuse of, college personnel.
• Cheating, plagiarism (including plagiarism in a student publication), or engaging in other academic dishonesty.

• Dishonesty, forgery, alteration, or misuse of college documents, records, or identification; or knowingly furnishing false information to the District.

  • Unauthorized entry upon or use of college facilities.

  • Lewd, indecent, or obscene conduct on District-owned or controlled property or at District-sponsored or supervised functions.

  • Engaging in expression that is obscene, libelous, or slanderous; or which so incites students as to create a clear and present danger of the commission of unlawful acts on college premises, or the violation of lawful District administrative procedures, or the substantial disruption of the orderly operation of the District.

  • Persistent, serious misconduct where other means of correction have failed to bring about proper conduct.

  • Unauthorized preparation, giving, selling, transfer, distribution, or publication, for any commercial purpose, of any contemporaneous recording of an academic presentation in a classroom or equivalent site of instruction, including but not limited to handwritten or typewritten class notes, except as permitted by any District policy or administrative Procedures.

Also see BP/AP 5505 titled Intellectual Property.
BP 5700  ATHLETICS

References:
Education Code Sections 78223, 66271.6, 66271.8, and 67360 et seq.

The District shall maintain an organized program for men and women in intercollegiate athletics.

The District will offer opportunities for participation in athletics equally to male and female students consistent with state and federal law.

The Chancellor shall assure that the athletics program complies with state law, the California Community College Athletic Association (CCCAA), Constitution and Sport Championship Handbooks, and appropriate Conference Constitution regarding student athlete participation.
## 10. Information Reports and Items for Future Board Consideration

<table>
<thead>
<tr>
<th>Subject</th>
<th>10.1 Academic Senate Update (Aram Shepherd) (Gretchen Ehlers)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments</td>
</tr>
<tr>
<td>Access</td>
<td>Public</td>
</tr>
<tr>
<td>Type</td>
<td>Information</td>
</tr>
<tr>
<td>Subject</td>
<td>10.2 Classified Senate Update (Ana Lobato) (Kristal DeLaCruz)</td>
</tr>
<tr>
<td>---------</td>
<td>-----------------------------------------------------------</td>
</tr>
<tr>
<td>Meeting</td>
<td>Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments</td>
</tr>
<tr>
<td>Access</td>
<td>Public</td>
</tr>
<tr>
<td>Type</td>
<td>Information</td>
</tr>
</tbody>
</table>
10. Information Reports and Items for Future Board Consideration

<table>
<thead>
<tr>
<th>Subject</th>
<th>10.3 Student Senate Update (Maddy Mandarelli) (Alondra Martinez-Medina)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments</td>
</tr>
<tr>
<td>Access</td>
<td>Public</td>
</tr>
<tr>
<td>Type</td>
<td>Information, Procedural</td>
</tr>
<tr>
<td>Subject</td>
<td>10.4 West Valley College Update (Stephanie Kashima)</td>
</tr>
<tr>
<td>--------------</td>
<td>-----------------------------------------------------</td>
</tr>
<tr>
<td>Meeting</td>
<td>Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments</td>
</tr>
<tr>
<td>Access</td>
<td>Public</td>
</tr>
<tr>
<td>Type</td>
<td>Information</td>
</tr>
</tbody>
</table>
### 10. Information Reports and Items for Future Board Consideration

<table>
<thead>
<tr>
<th>Subject</th>
<th>10.5 Mission College Update (Daniel Peck)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments</td>
</tr>
<tr>
<td>Access</td>
<td>Public</td>
</tr>
<tr>
<td>Type</td>
<td>Information</td>
</tr>
<tr>
<td>Subject</td>
<td>10.6 Chancellor's Report (Bradley Davis)</td>
</tr>
<tr>
<td>----------------------------------------------</td>
<td>----------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Meeting</td>
<td>Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments</td>
</tr>
<tr>
<td>Access</td>
<td>Public</td>
</tr>
<tr>
<td>Type</td>
<td>Information</td>
</tr>
</tbody>
</table>
## 10. Information Reports and Items for Future Board Consideration

<table>
<thead>
<tr>
<th>Subject</th>
<th>10.7 Trustee Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments</td>
</tr>
<tr>
<td>Access</td>
<td>Public</td>
</tr>
<tr>
<td>Type</td>
<td>Information</td>
</tr>
</tbody>
</table>
### 12. Reconvene Public Session, If Necessary

<table>
<thead>
<tr>
<th>Subject</th>
<th>12.1 Report of Closed Session Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments</td>
</tr>
<tr>
<td>Access</td>
<td>Public</td>
</tr>
<tr>
<td>Type</td>
<td></td>
</tr>
</tbody>
</table>
### 13. Meeting Closing

<table>
<thead>
<tr>
<th>Subject</th>
<th>13.1 Adjournment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Nov 10, 2020 - WVMCCD Board of Trustees Regular Meeting, Comments</td>
</tr>
<tr>
<td>Access</td>
<td>Public</td>
</tr>
<tr>
<td>Type</td>
<td>Procedural</td>
</tr>
</tbody>
</table>
1. Call to Order
   The meeting was called to order at 6:05 p.m. by President Fish.

1.1 Roll Call
   Members Present: Adrienne Grey, Anne Kepner, Randi Kinman, Jack Lucas, Robert Owens, Karl Watanabe and Susan Fish.

   Student Trustees Lesley Geronimo and Student Trustee Tisha Hartman were both absent. Lesley was excused due to illness.

1.2 Oral Communication from the Public on Closed Session Agenda
   There was none.

2.1 Adjourn to Closed Session
   There were three items:

   DIRECTION TO LABOR NEGOTIATORS (Government Code 54957.6)
   Provide direction to Associate Vice Chancellor of Human Resources, Eric Ramones, and Chancellor Bradley Davis, District-designated representatives, regarding negotiations with WVMFT/AFT Local 6554, WVMCEA, Teamsters, and POA; and to Chancellor Bradley Davis regarding unrepresented groups.

   PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (Government Code Section 54957)
   One item.

   LITIGATION CASE REVIEW/PLANNING (Government Code 54957.8)
   Update by Associate Vice Chancellor of Human Resources, Eric Ramones and Chancellor, Bradley Davis.

3.1 Reconvene Public Session
   Public session was reconvened at 7:05 p.m.

3.2 Pledge of Allegiance
   President Fish led the Pledge of Allegiance.

3.3 Report of Closed Session Action
   President Fish reported that no action was taken during closed session.

3.4 Approval of the Order of the Agenda
   Motion to approve the agenda with item 5.9: Approval of Updated Measure W Project Priority List tabled until the next Board meeting on October 6, 2020.

   Motion by Jack Lucas, second by Robert Owens. Final Resolution: Motion Carries
   Aye: Adrienne Grey, Anne Kepner, Randi Kinman, Jack Lucas, Robert Owens, Karl Watanabe, and Susan Fish
   Student Trustees advisory vote: Absent.

3.5 Approval of Minutes
   Motion to approve the August 4, 2020, meeting minutes presented.

   Motion by Robert Owens, second by Anne Kepner. Final Resolution: Motion Carries
   Aye: Adrienne Grey, Anne Kepner, Randi Kinman, Jack Lucas, Robert Owens, Karl Watanabe, and Susan Fish
   Student Trustees advisory vote: Absent.

3.6 Presentations/Recognitions
   Focus Topic: Staff Development and Trainings Update
   Presented By: Associate Vice Chancellor of Human Resources, Eric Ramones and Director, Compliance, Training & Employee Relations, Paul Williams

   Associate Vice Chancellor Ramones defined his four top priorities as the leader of the HR department: 1) deliver a better relationship experience, 2) support institutional effectiveness, 3) develop a culture of equity, inclusion and employee engagement, and 4) foster HR team efficiency and productivity.

   The current assistance HR is focused on now is providing resources for those employees affected by the wildfires, COVID-19 training, defining HR's role in crating a social justice framework, and Advocate for Simplicity in GME update. HR organized a fund where employees can donate sick leave to give as catastrophic leave for the three employees who have lost their homes to the fire and so far 450 hours have been donated by generous coworkers. Thanks to Quyen Lenshoek for managing this fund. Employee Assistant Program (EAP) also has many resources. Chris Rolen chairs the COVID-19 response committee and HR plays a key Professional Development role by providing COVID-19 trainings through Keenan
Safe Colleges for COVID-19 awareness, cleaning your workplace and household, CDC guidelines, transitioning to working remotely from home, and managing stress and anxiety.

Regarding HR's commitment to social justice work, the department will focus on policy review, enhancing diversity and professional development. They will be reviewing all HR policies and procedures, looking for structural and systematic barriers to recruitment, hiring, onboarding, evaluations and promotion of historically underrepresented and marginalized communities of color. Paul Williams serves as a member of the Equal Employment Opportunity Advisory Council, which Eric Ramones now chairs. Mr. Williams reported that they will meet monthly instead of quarterly, they want to expand membership of the EEO committee and increase its visibility and collaboration while complying with the State Chancellor's EEO requirements and Multiple Methods.

The District is in its second year of the faculty internship program, with mentors and mentees matched by disciplines. The program had to move online last March due to COVID-19, and they are taking the feedback of the Interns from spring and using that to improve the online experience this fall. There are 11 new interns who attended the August 13 orientation.

HR has also created a Social Justice resource page where employees can take a bias assessment test, read a book, blog or article, watch a video or podcast, and explore cultural competency. In collaboration with the Academic Senates, HR will create a professional development program to promote and enhance cultural competency, provide training and ongoing assessment around diversity, equity, equitable teaching practices, implicit biases, micro- and macro-aggressions, anti-racist behaviors and others. The first meeting will be September 16 @ 3:30-4:30.

The HR department is implementing Advocate Simplicity GME, which is the case management edition for incidents of concern regarding abuse, care and Title IX grievances. This system will be administered by the HR department staff members Paul Williams, Prachi Samant, Ryan Ng and Sean McGowan, managed at the college level by VPs of Student Services Murillo and Griffith, and is open to students, staff and members of the community for reporting concerns. It makes mandatory reporting to the state easier, enhances communication and timely information in case management on issues of behavioral management, student discipline, and Title IX violations. It also helps improve campus safety and security. Webinar Trainings have been scheduled on how to use Advocate Simplicity GME for September 21-23 that are open to all staff.

Trustee Grey asked Mr. Williams to send the information on the internship program, so she can share with her statewide committees.

3.7 Oral Communication from the Public

There were no public comment requests received within the submission deadline.

One written communication was received from Robert Allgeyer. The Board Clerk will share it with the Board President after the meeting.

3.8 Report of the Audit and Budget Oversight Committee (ABOC)

ABOC Chair Robert Owens said the focus of their next meeting on September 28 at 5:00 p.m. will be the final budget for 2020-2021.

3.9 Report of the Legislative Oversight Committee (LOC)

LOC Chair Anne Kepner said their next meeting will be on September 23 at 5:30 p.m., and she will give a report at the October meeting.

4. Unfinished Business

There was none.

5.1 Approval of Consent Agenda

Motion to approve the consent agenda, with item 5.9: Approval of Updated Measure W Project Priority List tabled by administration until the October 6, 2020, meeting.

Motion by Robert Owens, second by Anne Kepner. Final Resolution: Motion Carries


5.2 MISSION COLLEGE-SANTA CLARA VALLEY TRANSPORTATION AUTHORITY (VTA) AGREEMENT RENEWAL - Recommendation: That the Board of Trustees approve the agreement with Santa Clara Valley Transportation Authority (VTA) to continue the Mission College Smart Pass 2019-2020 program for Academic year 2020-2021.

5.3 MEMORANDUM OF UNDERSTANDING BETWEEN WEST VALLEY COLLEGE AND THE FEDERAL AVIATION ADMINISTRATION UNMANNED AIRCRAFT SYSTEMS COLLEGE TRAINING INITIATIVE - Recommendation: That the board approve the three-year Memorandum of Understanding (MOU) between West Valley College and the Federal Aviation Administration (FAA) Unmanned Aircraft Systems (UAS) College Training Initiative.

5.4 PERSONNEL TRANSACTION TO BE ACTED UPON BY THE BOARD OF TRUSTEES - Recommendations: That the Board of Trustees approve the listed item.

5.5 REVIEW OF PURCHASE ORDER TRANSACTIONS - Recommendation: This is an information item only.

5.6 APPROVAL FOR PROCUREMENT OF ELECTRIC TRANSFORMER & SWITCHING EQUIPMENT FROM GRAYBAR ELECTRICAL COMPANY, INC. FOR THE ELECTRIC VEHICLE CHARGING PROJECT AT WEST VALLEY COLLEGE - Recommendation: That the
Board of Trustees approve the procurement of electric transformer and switching equipment for West Valley College in the amount of $136,483 in order to facilitate the interface of the new electric vehicle charging stations with West Valley College’s existing infrastructure.

5.7 PROJECT ASSIGNMENT AMENDMENT TO ANDERSON BRULE ARCHITECTS FOR THE CHILD DEVELOPMENT CENTER RENOVATION PROJECT AT MISSION COLLEGE - Recommendation: That the Board of Trustees approve the project assignment amendment in the amount of $155,510 with Anderson Brule Architects (ABA) for the Child Development Center (CDC) Renovation project at Mission College.

5.8 PROJECT ASSIGNMENT AMENDMENT WITH GILBANE BUILDING COMPANY FOR DESIGN AND CONSTRUCTION MANAGEMENT SERVICES FOR THE CHILD DEVELOPMENT CENTER RENOVATION PROJECT AT MISSION COLLEGE - Recommendation: That the Board of Trustees approve the project assignment amendment with Gilbane Building Company for design and construction management services in the amount of $105,530 for the Child Development Center (CDC) Renovation project at Mission College.

6. College, Programs, and Services
There was none.

7. Human Resources

7.1 PUBLIC OPPORTUNITY FOR COMMENT AND ADOPTION OF DISTRICT INITIAL PROPOSALS TO WEST VALLEY-MISSION CLASSIFIED EMPLOYEE ASSOCIATION (WVMCEA) - Recommendation: That the Board of Trustees hear public comment on the proposals, close the public comment period, and adopt the proposals.

President Fish opened the floor to public comment and discussion on the District’s proposals to WVMCEA. Comments were received from Kate Disney and Karen Chan regarding the process for oral communication from the public. Chancellor Davis said that the process would be re-evaluated.

Motion to approve the District’s initial proposals to WVMCEA.

Motion by Jack Lucas, second by Robert Owens. Final Resolution: Motion Carries
Aye: Adrienne Grey, Anne Kepner, Randi Kinman, Jack Lucas, Robert Owens, Karl Watanabe, and Susan Fish
Student Trustees advisory vote: Absent.

7.2 ADMINISTRATIVE PERSONNEL TRANSACTIONS TO BE ACTED UPON BY THE BOARD OF TRUSTEES - Recommendation: That the Board of Trustees, per Government Code section 54953(c)(3) and prior to taking final action, orally report a summary of all recommendations for final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of administrators, as defined in subdivision (d) of Section 3511.1, during the open meeting. Subsequent to the report, that the Board approve the following transactions.

Motion to approve the Administrative Personnel Transactions as presented.

Motion by Robert Owens, second by Anne Kepner. Final Resolution: Motion Carries
Aye: Adrienne Grey, Anne Kepner, Randi Kinman, Jack Lucas, Robert Owens, Karl Watanabe, and Susan Fish
Student Trustees advisory vote: Absent.

8. Business and Finance
There was none.

9. Board
There was none.

10. Information Reports and Items for Future Board Consideration

10.1 Trustee Comments

Trustee Lucas shared a greeting from former Trustee Chad Walsh to the Board expressing his gratitude that Bradley Davis had been chosen as Chancellor. Jack’s daughter, Kathy is really enjoying her West Valley College Landscape Architecture courses, taught by two excellent instructors, Fred Javan and Soroush Ghahramani. She plans to earn her landscape architecture certificate and redesign her backyard landscaping.

Adrienne Grey reminded Board members of two webinars sponsored by the League’s government relations team. The first is for Proposition 16 at 2:00-3:00 p.m. on September 16th and the second is for Proposition 15 on September 23 at 2:00-3:00 p.m. Both of these propositions are very important to CA Community Colleges and our students. She reported that the CCCT Board voted online voicing their support of Proposition 16 passage. Anyone wishing to know receive the links to these webinars can contact Board Clerk Rogers for the information.

11. Continuation of Closed Session, If Necessary
It was not necessary.

3.1 Adjournment
The meeting was adjourned at 8:05 p.m.