#### **AGENDA**

College Mission: Saddleback College empowers its diverse student body to achieve personal, academic, and economic advancement through equitable and innovative educational experiences.

#### Tuesday, September 26, 2023

#### The meeting starts promptly at 3PM in AGB 106

- 1. Approval of Minutes September 12, 2023, p. 4-8
- 2. Approval of Agenda
- Public Comments Anyone may address the Curriculum Committee on any item NOT on the Agenda within the subject matter and jurisdiction of the Senate pursuant to Section 53200 of Title 5 California Code of Regulations. Each speaker is limited to two minutes.
- 4. Chair's Report
- 5. Curriculum Committee Training Information Item
- 6. Curriculum Committee 2023-24 Goals Information and Discussion Item, p. 9
- Proposed New Noncredit Course Justifications for Academic Year 2024-25 (Spring) Information Item, p. 10-39
  - A. AUTO 640NC (440NC) Transit and Municipality Career Exploration
  - B. AUTO 674NC (474NC) Bus Operator/Driver Training
  - C. EFRN 600 Beginning French Conversation and Culture (EI)
  - D. EFRN 601 Intermediate French Conversation and Culture (EI)
  - E. EFRN 602 Advanced French Conversation and Culture (EI)
  - F. EITA 600 Beginning Italian Conversation and Culture (EI)
  - G. EITA 601 Intermediate Italian Conversation and Culture (EI)
  - H. EITA 602 Advanced Italian Conversation and Culture (EI)
  - I. EMT 607NC (407NC) Emergency Medical Technician Procedures
  - J. EMT 617NC (417NC) Emergency Medical Technician Clinical Observation
- 8. Proposed New Noncredit Program Justifications for Academic Year 2024-25 (Spring) Information Item, p. 40-42
  - A. Bus Operator/Driver Commercial Learner's Permit Certificate of Completion
  - B. Emergency Medical Technician Certificate of Completion
- 9. Proposed New Credit Course Justifications for Academic Year 2025-26 Information Item, p. 43-69
  - A. COMM 610H (110H) Honors Rhetoric of Popular Culture
  - B. CTVR 603H (3H) Honors The History and Appreciation of American Cinema
  - C. HORT 620H (20H) Honors Introduction to Horticultural Science
  - D. KNES 604 (4) Beginning Weight Lifting
  - E. KNES 605 (5) Intermediate Weight Lifting
  - F. KNES 606 (6) Advanced Weight Lifting
  - G. KNES 611 (11) Beginning Flag Football
  - H. KNES 612 (12) Intermediate Flag Football
  - I. KNES 613 (13) Advanced Flag Football
- Proposed Course Revisions for Academic Year 2024-25 Information Item, p. 70-71
  - A. Recommended preparation change:
    - a. ESL 330 recommended preparation from ESL 321 to ESL 321 or ESL 321NC
    - b. ESL 331 recommended preparation from ESL 330 to ESL 330 or ESL 330NC
    - c. ESL 346 recommended preparation from ESL 331 or 336 to ESL 331 or ESL 331NC
    - d. ESL 346NC recommended preparation from ESL 331NC or ESL 331 or ESL 336NC or ESL 336 to ESL 331NC or ESL 331
    - e. ESL 355 recommended preparation from ESL 340 or 345 to ESL 340, ESL 340NC, ESL 345, or ESL 345NC
  - B. Remaining course revisions

### AGENDA (Continued)

- 11. Proposed New Credit Courses (AUTO 203 and 208, KNES 130 and 131) for Academic Year 2024-25 Action Item, p. 72-73
  - A. New prerequisite:
    - a. AUTO 208 will have a prerequisite of AUTO 100
  - B. New recommended preparation:
    - a. AUTO 203 will have a recommended preparation of <u>AUTO 100, AUTO 101, and</u> ET 133
    - b. AUTO 208 will have a recommended preparation of AUTO 106A
    - c. KNES 130 will have a recommended preparation of <u>Competency in basic</u> freestyle swimming
    - d. KNES 131 will have a recommended preparation of KNES 130 or competency in basic freestyle swimming
  - C. Approval of new credit courses
- 12. Proposed Family Revision (KNES Fitness Training) for Academic Year 2024-25 Action Item, p. 74
- 13. Proposed New Credit Program (Autonomous and Advanced Vehicle Systems Certificate of Achievement) for Academic Year 2024-25 Action Item, p. 75
- 14. Proposed Course Revisions for Academic Year 2024-25 Action Item, p. 76-77
  - A. Prerequisite change:
    - a. CDE 110 prereq from CDE 7 and CDE 101 to none
    - b. PM 220 prereq from High school graduation or GED, current EMT-B certification background check, CPR certification, and official admission to the paramedic program to High school graduation or GED, current EMT-B certification, background check/drug testing, CPR certification, and official admission to the paramedic program and EMT 219, HSC 108, HSC 217 and HSC 228
  - B. Corequisite change:
    - a. CNA 422NC coreq from N 423NC to CNA 424NC
    - b. CNA 423NC coreg from N 422NC to none
  - C. Recommended preparation change:
    - a. CDE 110 recommended preparation from Eligibility for ENG 1A or ENG 1AH to CDE 7, CDE 101, and eligibility for ENG 1A or ENG 1AH
    - b. PM 220 recommended preparation from EMT 219, HSC 217, 226 to EMT 210, HSC 104, HSC 226, and HSC 227
  - D. Limitation on enrollment change:
    - a. CDE 110 limitation from Proof of current state mandated immunizations and negative TB test required for participation. to Proof of current state-mandated immunizations and a negative TB test may be required for participation.
    - b. CNA 422NC limitation from AHA BLS Provider card Criminal background check Fingerprinting to none
    - c. CNA 423NC limitation from AHA BLS Provider card Criminal background check Fingerprinting to none
  - E. Remaining course revisions
- 15. DE Addendum for Academic Year 2023-24 Consent Item, p. 78
- 16. Proposed Course Revisions and Deletions for Academic Year 2024-25 Consent Item, p. 79-80
- 17. Proposed Program Revisions for Academic Year 2024-25 Consent Item, p. 81-91
  - A. Administrative Medical Assistant Certificate of Achievement
  - B. Comprehensive Medical Assistant Certificate of Achievement
  - C. Early Childhood Teacher Certificate of Achievement
  - D. English as a Second Language Advanced Level Certificate of Competency
  - E. Journalism AA-T

#### **AGENDA**

College Mission: Saddleback College empowers its diverse student body to achieve personal, academic, and economic advancement through equitable and innovative educational experiences.

#### 18. Representational Area Reports (if time allows)

#### 19. Announcements

- A. The next Curriculum Committee meeting is on Tuesday, October 10<sup>th</sup> at 3pm in AGB 106
- B. The next GE Committee meeting of the Fall semester is on Tuesday, October 10<sup>th</sup> at 4pm in AGB 106.
- C. The deadline to launch new course proposals for implementation in Spring 2025 is December 8<sup>th</sup>.
- D. The deadline to submit new course and program intents for academic year 2025-26 is January  $26^{th}$ .

#### 20. Public Interest Announcements (if time allows)

#### 21. Adjourn

#### **COMPLIANCE WITH BROWN ACT**

The Curriculum Committee is a subcommittee of the Academic Senate and therefore must comply with the Brown Act. Section 54954.2(a) of the Ralph M. Brown Act states that "No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posted by persons exercising their public testimony rights under Section 54954.3. In addition, on their own initiative or in response to questions posted by the public, a member of a legislative body or its staff may ask a question for clarification....

#### **Attendance**

College Mission: Saddleback College empowers its diverse student body to achieve personal, academic, and economic advancement through equitable and innovative educational experiences.

#### Tuesday, September 12, 2023

#### **Curriculum Team and Leadership in Attendance**

Michelle Duffy
 Stephanie Di Alto
 Aimee Tran
 Curriculum Chair
 Curriculum Specialist
 Articulation Officer

#### **Curriculum Team and Leadership in Absence**

1. Tram Vo-Kumamoto VPI

#### **Voting Members in Attendance**

Mike Bennett
 Linda Call
 Kinesiology & Athletics
 Health and Wellness

Hollis Casey
 Sarah Chang
 Deborah Chau (alternate)
 Counseling and Special Programs
 Counseling and Special Programs
 Counseling and Special Programs

6. Tom DeDonno Business and Industry7. Fleur Fong Extended Learning

8. Farida Gabdrakhmanova Arts, Media, Performance, and Design

9. Annie Gilbert Extended Learning

10. Ari Grayson11. Carmenmara Hernandez-BravoArts, Media, Performance, and DesignHumanities and Social Sciences

12. Lori Hoolihan (alternate) Health and Wellness

13. June Millovich Humanities and Social Sciences

14. Larry Perez Science, Technology, Engineering, and Math

15. Jennifer Rohles Kinesiology & Athletics

16. Carolyn Seaman Instructional Support and Teaching Innovations

17. Michelle Weckerly Business and Industry

18. Karla Westphal Science, Technology, Engineering, and Math

19. Susan White-Alcover Health and Wellness

#### **Voting Members Absent**

None

#### **Administrators in Attendance**

Christina Hinkle
 John Jaramillo
 Art Nitta
 Humanities and Social Sciences
 Economic and Workforce Advancement
 Science, Technology, Engineering, and Math

4. Dan Predoehl Extended Learning

#### Guests

None

#### **Minutes**

College Mission: Saddleback College empowers its diverse student body to achieve personal, academic, and economic advancement through equitable and innovative educational experiences.

#### Tuesday, September 12, 2023

The meeting starts promptly at 3PM in AGB 106

- 1. Approval of Minutes August 22, 2023, p. 6-9
  - First: Annie Gilbert
  - Second: Carolyn Seaman
  - No discussion; Motion passed
- 2. Approval of Agenda
  - First: June Millovich
  - Second: Annie Gilbert
  - No discussion; Motion passed
- Public Comments Anyone may address the Curriculum Committee on any item NOT on the Agenda within the subject matter and jurisdiction of the Senate pursuant to Section 53200 of Title 5 California Code of Regulations. Each speaker is limited to two minutes.
  - None
- 4. Chair's Report
  - Michelle Duffy shared that the next CTE Regional Consortium meeting is on September 21<sup>st</sup> at 10am at Orange Coast College.
  - The AB1111 Common Course Numbering Task Force released a draft publication on August 15<sup>th</sup> that includes a proposed outline, findings, and considerations for its final, summary report. Michelle briefly reviewed a table from page 15 related to expectations for alignment of CCN descriptors, noting that "objectives" are what we refer to as "outcomes."
  - Michelle provided an update on AB 928 (Cal-GETC), which has a Fall 2025 implementation deadline. No new guidelines have been released yet. The next meeting is on September 18<sup>th</sup>. A vote on final recommendations is due in November.
- 5. Curriculum Committee Training Information Item
  - Michelle briefly reviewed the key for action taken on new courses, course modifications, and course deletions for the benefit of new members.
  - She demonstrated how to find the Curriculum Committee website on the new SharePoint site (under Governance Groups ▶ Academic Senate Committees ▶ Curriculum Committee). Dead links are still being discovered and addressed.
  - Michelle reviewed the curriculum cycle and approval process. Curriculum works a full year in advance in order to meet catalog deadlines.
- 6. Review the Curriculum Committee Annual Evaluation and 2022-23 Goals Information and Discussion Item, p. 10-24
  - Michelle reviewed the results of the committee's annual evaluation and last year's goals. Brief
    discussion occurred regarding ideas for 2023-24 goals, including creating a workgroup for class
    caps. The 2023-24 goals will be developed at the next meeting.
- 7. Proposed New Credit Courses (AUTO 203 and 208, KNES 130 and 131) for Academic Year 2024-25 Information Item, p. 25-26
  - Four new courses were presented for information.
  - Item 7A (New Prerequisite for AUTO 208)
    - There was no discussion regarding the proposed prerequisite for AUTO 208.
  - Item 7B (New Recommended Preparation for AUTO 203, AUTO 208, KNES 130, and KNES 131)
    - There was no discussion regarding the proposed recommended preparation for these courses.

### **AGENDA** (Continued)

- 8. Proposed Family Revision (KNES Fitness Training) for Academic Year 2024-25 Information Item, p. 27
  - The new Triathlon courses necessitate placement within a family because they are active, participatory courses related in content. The department has decided to place them in the existing Fitness Training family.
- 9. Proposed New Credit Program (Autonomous and Advanced Vehicle Systems Certificate of Achievement) for Academic Year 2024-25 Information Item, p. 28
  - New courses AUTO 203 and 208 from Item 7 will be included in this new program.
- 10. Proposed New Taxonomic Pathway (AUTOAU) for Automotive Technology for 2024-25 Information Only Item, p. 29
  - The new Autonomous and Advanced Vehicle Systems Certificate of Achievement necessitates creation of a new taxonomic pathway for the Automotive Technology department.
- 11. Proposed Course Revisions for Academic Year 2024-25 Information Item, p. 30-31
  - Item 11A (Prerequisite Changes for CDE 110 and PM 220)
    - o There was no discussion regarding the proposed prerequisite changes.
  - Item 11B (Corequisite Changes for CNA 422NC and 423NC)
    - There was no discussion regarding the proposed corequisite changes.
  - Item 11C (Recommended Preparation Changes for CDE 110 and PM 220)
    - o There was no discussion regarding the proposed recommended preparation changes.
  - Item 11D (Limitation on Enrollment Change for CDE 110, CNA 422NC, and CNA 423NC)
    - o There was no discussion regarding the proposed limitation on enrollment changes.
- 12. Proposed New Credit Courses (CWE 180 Library and MATH 203S) for Academic Year 2024-25 Action Item, p. 32-33
  - Item 12A (New Prerequisite for MATH 203S)
    - First: Karla Westphal
    - o Second: Mike Bennett
    - Discussion Larry Perez noted that Computer Science is experiencing issues with students not possessing prerequisite skills and queried whether this course could be made a prerequisite for CS 30A. Karla explained that since MATH 203S is a support course that it is at the student's discretion to enroll in it; it can't be required. However, MATH 3A could be made a prerequisite, if appropriate. Larry also raised concerns regarding the impact of MATH 203S for students, particularly veterans, in terms of financial aid and equity issues.
    - Motion passed with one abstention
  - Item 12B (New Corequisite for MATH 203S)
    - o First: Karla Westphal
    - Second: Ari Grayson
    - No discussion; Motion passed with one abstention
  - Item 12C (Approval of New Credit Courses)
    - o First: Karla Westphal
    - o Second: Ari Grayson
    - No discussion; Motion passed
- 13. Proposed New Noncredit Courses (AESL 760NC, AESL 761NC) for Academic Year 2024-25 Action Item, p. 34-35
  - Item 13A (New Recommended Preparation for AESL 761NC)
    - o First: Carmenmara Hernadez-Bravo
    - o Second: Annie Gilbert
    - No discussion; Motion passed
  - Item 13B (Approval of New Noncredit Courses)
    - o First: Carmenmara Hernadez-Bravo
    - Second: Annie Gilbert
    - No discussion; Motion passed

#### **Minutes**

College Mission: Saddleback College empowers its diverse student body to achieve personal, academic, and economic advancement through equitable and innovative educational experiences.

### 14. Proposed New Noncredit Program (Adult Education ESL Digital Literacy Certificate of Competency) for Academic Year 2024-25 – Action Item, p. 36

- First: Carmenmara Hernandez-Bravo
- Second: Annie Gilbert
- No discussion; Motion passed

#### 15. Proposed Course Revisions for Academic Year 2024-25 – Action Item, p. 37-42

- Item 15A (New Limitation on Enrollment for MUS 64, MUS 65, MUS 140, MUS 148)
  - First: Carmenmara Hernandez-Bravo
  - Second: Karla Westphal
  - No discussion; Motion passed
- Item 15B (Prerequisite Change for BIO 3C, BUS 10, CDE 121, ENG 1A, ENG 1AH, ENG 3, ENG 4, ENG 6, ENG 9, ENG 15A, ENG 15B, ENG 17A, ENG 17B, ENG 21A, ENG 21B, ENG 142, ESL 90, PSYC 44, MATH 8, MATH 10, MATH 14, MATH 124, and PHYS 30)
  - o First: Carmenmara Hernandez-Bravo
  - Second: June Millovich
  - No discussion; Motion passed
- Item 15C (Recommended Preparation Change for AUTO 207, EPHO 501, EPHO 505, ESL 321, ESL 325, ESL 332, ESL 333, ESL 335, ESL 340, ESL 342, ESL 343, ESL 344, ESL 347, ESL 354, ESL 357, ESL 359, ETT 100, and HUM 25)
  - o First: Carmenmara Hernandez-Bravo
  - o Second: Annie Gilbert
  - No discussion; Motion passed
- Item 15D (Remaining Course Revisions)
  - o First: Carmenmara Hernandez-Bravo
  - Second: June Millovich
  - o No discussion; Motion passed

#### 16. DE Addendum for Academic Year 2023-24 – Consent Item, p. 43

- First: Carmenmara Hernandez-Bravo
- Second: Annie Gilbert
- Motion passed

#### 17. Proposed Course Revisions and Deletions for Academic Year 2024-25 – Consent Item, p. 44-46

- First: Carmenmara Hernandez-Bravo
- Second: June Millovich
- · Motion passed

#### 18. Proposed Program Revisions for Academic Year 2024-25 – Consent Item, p. 47-56

- First: June Millovich
- Second: Annie Gilbert
- Motion passed the proposed revisions to the Adult Education English as a Second Language
  (AESL) for the Workplace Certificate of Competency, Associate Teacher Level II Certificate of
  Achievement, General Electronic Technology Certificate of Achievement, General Electronic
  Technology A.S. Degree, History AA-T, Industrial Automation Fundamentals Certificate of
  Achievement, Kinesiology AA-T, and Library Technician Certificate of Achievement were approved.

#### 19. Proposed Program Deletions for Academic Year 2024-25 – Consent Item, p. 57-65

- First: June Millovich
- Second: Carmenmara Hernandez-Bravo
- Motion passed the proposed deletion of the Early Childhood Master Teacher Certificate of Achievement, Professional Development for Preschool/TK Educator Certificate of Achievement, Site Supervisor Certificate of Achievement, and Sustainability Studies Occupational Skills Award was approved.

### **AGENDA** (Continued)

#### 20. Representational Area Reports (if time allows)

None

#### 21. Announcements

- A. The next Curriculum Committee meeting is on Tuesday, September 26th at 3pm in AGB 106.
- B. The first GE Committee meeting of the Fall semester is on Tuesday, September 12<sup>th</sup> at 4pm in AGB 106.
- C. The deadline to submit courses for consideration for CSU-GE/IGETC for 2024-25 to Articulation is Friday, September 22<sup>nd</sup>.
- D. The deadline to submit new course/program intents for Spring 2025 is Friday, September 22<sup>nd</sup>.

#### 22. Public Interest Announcements (if time allows)

Members shared upcoming campus events.

#### 23. Adjourn

The meeting was adjourned at 4:02pm.

#### COMPLIANCE WITH BROWN ACT

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### Curriculum Committee goals for 2023-2024

- 1. Train committee members in META (courses and programs) and procedures for scheduled/unscheduled review and impact
- 2. Address time sensitive legislation on a regular basis
- 3. Utilize committee member workgroups to address curriculum matters as needed

9/26/23

Date	6/26/23		Prepared & S	Submitted by:	Taylor	Brooks	
Department:		ve Technology Dept				ONC (AUTO 44	ONC)
Obtain or	iginal (blue	ink) signatures from			Division Do	ean prior to	
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Is this course C-ID Code: C		ned to a C-ID descrip	otor?	□ Yes [	⊠ No	□ N/A	
		ion Officer for assista	ance with C-ID	descriptors.			
Will course If yes, which		ted?   Yes  nt is responsible for	⊠ No scheduling, upo	dating, and assess	ing the cou	rse?	

5.	Justification of recommendation for new course: How was the need for this course identified? How will this course meet student needs in ways that currently approved courses (including those from other departments) do not?						
	This course is designed to fill a need in the local job market by training drivers/operators to get their CLP permit. Orange County Transit Association (OCTA) has requested the course development to help fill their open positions locally for bus operators. The course is converting a not-for credit fee-based contract education Bus Operator Academy program for OCTA to non-credit CDCP program.						
6.	Course Requisites: List all requisites*: Prerequisite: Click here to enter text. Co-requisite: Click here to enter text. Limitation on enrollment: Click here to enter text. Recommended Prep: Click here to enter text. *Please attach justification for the recommended requisites. Refer to the Chancellor's Guidelines for Title 5 §55003						
7.	Will this be a standalone course?						
	☐ Yes Course will <b>NOT</b> be included in a degree or certificate program.						
	☑ No Course WILL be included in a degree and/or certificate program.						
	Which ones: Click here to enter text. Bus Operator/Driver Commercial Learner's Permit Certificate of Completion						
	*Paperwork for the program (new or revised) must be submitted at the same time as the new course is being developed						
8.	Proposed Grading System:						
	☐ Letter Grade Only ☐ Option of a standard letter grade or Pass/No Pass						
	□ Pass/No Pass only □ Pass/Satisfactory Progress/No Pass (P/SP/NP) □ Non-credit						
9.	Will course be Repeatable? ☐ No ☒ Yes  Additional skills that will be acquired by repeating this course must be included in the course outline.						
	If yes, how many times? □ 1 □ 2 □ 3 ⊠ Unlimited (Non-credit only)  Reason for Repeating:*						
	☐ Intercollegiate Athletics						
	☐ Intercollegiate Competition Occupational Work Experience/General Work Experience						
	☐ Additional enrollment required by Transfer Institution (CSU & UC only) to meet lower division						
	requirements for a baccalaureate degree.						
	*Provide documentation						
10	). Will this course be part of an approved family?						
	☐ Yes If yes, identify family: Click here to enter text.						
	⊠ No						

equipment, f								
An additiona	I adjunct faculty	member	with the pro	per license	es and exp	erience and a	a passenger	bus.
	icable, please com	N. W. II. C. L. C.		ormation or	n articulatio	on recommen	dations. Ple	ase contac
the Articulatio	n Officer for assist	ance.	☑ N/A					
12A. Transf	er: Would you red	commend	that this cou	rse transfer	to:			
CSU	The state of the s		] No	UC	☐ Yes [	□ No		
Private			] No					
Will th	ne course satisfy a	major reg	uirement at (	CSU or UC?		Yes 🗆	No	
	attach document							
Click	Click	at Cli	ck	Click	F	Required for –	Click	
Course Title	Course No.	CSC	Campus	UC Can	npus	required for -	Program or	Major
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12B. Gener	al Education: Wou	ıld you rec	ommend tha	t this cours	e satisfy a (	GE requiremen	nt in any of t	he followi
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	Natural	Social	Humanities	Lifelong	Communi-	Math/	American	Cultural
	Science	Science	/Art	Learning	cations	Quantitative	Institutions	Diversity
AA/AS/GE Degree								
CSU G.E.								
UC Transfer/GE								

IGETC

	NEW COURSE PROP	OSAL	
Date: 6/26/23  Department: Automotive	Prepared & Sub Technology Dept Course Prefix &		Taylor Brooks Auto 674NC (AUTO 474NC)
	k) signatures from your Departme submitting to the Curriculum		ivision Dean prior to
	lick here to enter text.	Signature, Facu	ulty Requestor
	lick New Entertext. K 5	Signature, Dep	artment Chair
	Click here to enter text	Signature, Other related	discipline/Chair (if /elevant)
0/2/07	lick here to enter text	Signature, Dea	thy fry
Course Title (60 Character n these symbols: ? < > " \ / * : Bus Operator/Driver Trainin Units: 0  Credit Status:   Credit -	1)	Lab	tor/Driver Training  o hrs: 0.0  able   Non-Credit
	Non-Credit Category: Short-term Voc	cational Oc	cupational Code (SAM): C- Clearly cupational
<ol> <li>Anticipated first term of o</li> <li>Catalog Description:</li> </ol>	ffering: Fall 🛛 Spring	Year 2025	
	he California Commercial Learner's vers Handbook including sample tes raining.		
3. Is this course being aligne C-ID Code: Click here to en If yes, see the Articulation			No □ N/A
4. Will course be cross-listed If yes, which department	? □ Yes ☒ No is responsible for scheduling, updati	ng, and assessin	g the course?

Reason for cross-listing: Click here to enter text.

	Justification of recommendation for new course: How was the need for this course identified? How will this course meet student needs in ways that currently approved courses (including those from other departments) do not?
	This course is designed to fill a need in the local job market by training drivers/operators to get their CLP permit. Orange County Transit Association (OCTA) has requested the course development to help fill their open positions locally for bus operators. The course is converting a not-for credit fee-based contract education Bus Operator Academy program for OCTA to non-credit CDCP program.
6.	Course Requisites:
	List all requisites*:  Prerequisite: Click here to enter text.
	Co-requisite: Click here to enter text.
	Limitation on enrollment: Click here to enter text.
	Recommended Prep: AUTO 640NC (440NC) - Transit and Municipality Career Exploration *Please attach justification for the recommended requisites. Refer to the Chancellor's Guidelines for Title 5 §55003
7.	Will this be a standalone course?
	☐ Yes Course will <b>NOT</b> be included in a degree or certificate program.
	○ No Course WILL be included in a degree and/or certificate program.
	Which ones: Bus Operator/Driver Commercial Learner's Permit Certificate of Completion
	*Paperwork for the program (new or revised) must be submitted at the same time as the new course is being developed
8.	Proposed Grading System:
	☐ Letter Grade Only ☐ Option of a standard letter grade or Pass/No Pass
	☐ Pass/No Pass only ☐ Pass/Satisfactory Progress/No Pass (P/SP/NP)
	Non-credit     Non-credit
9.	Will course be Repeatable? □ No ⊠ Yes
	Additional skills that will be acquired by repeating this course must be included in the course outline.
	If yes, how many times? □ 1 □ 2 □ 3 ☑ Unlimited (Non-credit only)  Reason for Repeating:*
	☐ Intercollegiate Athletics
	☐ Intercollegiate Competition
	Occupational Work Experience/General Work Experience
	☐ Additional enrollment required by Transfer Institution (CSU & UC only) to meet lower division
	requirements for a baccalaureate degree.
	*Provide documentation
10	. Will this course be part of an approved family?
	☐ Yes If yes, identify family: Click here to enter text.
	⊠ No

	resources w		d in c	order to offer	this class at Saddle	back? e.g. staff,	faculty, supplies/
An ac	dditional adju	nct faculty n	nem	ber with the	proper licenses and	experience and	a passenger bus.
12. If deg	ree-applicable	, please comp	olete	the following	information on articu	lation recomme	ndations. Please contact
_	ticulation Offic			⊠ N/A			
12A.	Transfer: Wo						
	CSU	\		□No		s 🗆 No	
	Private		'es	□ No			
	Will the cour	rse satisfy a m	najor	requirement	at CSU or UC?	□Yes□	] No
	Please attach	n documenta	tion.	If so, comple	te the following:		
Click		Click	at	Click	Click	<ul><li>Required for</li></ul>	Click
Course Title	9	Course No.		CSU Campus	UC Campus	- Required for	Program or Major
Click		Click	at	Click	Click	- Required for	Click
Course Title	e	Course No.	ut	CSU Campus	UC Campus	- Required for	Program or Major
Click		Click	- +	Click	Click	Dec to de	Click
Course Titl	е	Course No.	at	CSU Campus	UC Campus	Required for	Program or Major
12B	General Educ	ration: Would	VOII	recommend:	that this course satisfy	a GF requireme	ent in any of the following

	Natural Science	Social Science	Humanities /Art	Lifelong Learning	Communi- cations	Math/ Quantitative	American Institutions	Cultural Diversity
AA/AS/GE Degree								
CSU G.E.								
LIC Transfer/GE								

GE patterns? Please consult with the Articulation Officer before completing this section.

IGETC

NEW COURSE PROPOSAL						
Date: September 11, 2023	Prepared & Submitted by:	EvaMarie Rodriguez-Morris				
Department: Emeritus Institute	Course Prefix & Number 600:	EFRN 600				

	Obtain original (blue	e ink) signatures from submitting to	the Curriculum		a Division Dea	n prior to
Ī	Click to enter date	EvaMarie Rodriguez-Mo	rris	Evál/prio Robigo	ay Monis	
	Sep 19, 2023	Print Name			Faculty Requesto	r
	Click to enter date	EvaMarie Rodriguez-Morris		Evid pio Rohigung Monis		
	Sep 19, 2023	Print Name		Signature,	Department Chai	r
	Click to enter date	Carmenmara Hernandez	r-Bravo	Carmenmari	a Hernandez Bravo	
	Sep 19, 2023	Print Name		Signature, Other rela	ted discipline Cha	ir (if relevant)
	Click to enter date	Christina Hinkle		Christina Hi	inkla	
	Sep 19, 2023	Print Name		Signature,	Other Dean	
	Click to enter date	Dan Predoehl		Daniel Predoehl (Se	ep 21, 2023 09:40 PDT)	
	Sep 19, 2023	Print Name		Signature, I	Dean	
L	<u> </u>			Jibriatare, I	- Cuii	
	Course Title (60 Character max and do not use any of these symbols: ? < > " \ / * :  )  Beginning French Conversation and Culture (EI)					
	Units: 0	Lec hrs:			Lab hrs: 0	
		Pre Banne				
-	Credit Status: ☐ Credit		/lin 16 – Max 64 ☐ Credit – Non-	degree Anr	olicable 🖂 No	on-Credit
-	TOP Code: 1102.00	Non-Credit Category:				Code (SAM): E - Non-
	TOP Code. 1102.00	Non-credit category.	. H-Older Addits		Occupational Occupational	oue (SAIVI). L - NOII-
1.	Anticipated first term of	offering:	Fall ⊠ Spring	Year 202	25	
2.	Catalog Description: This foundational course students to components cultural awareness, enhance the rich tapestry of Fren	s of various French-spe ancing their ability to e	aking cultures. Stengage in meaning	udents will	gain essential I	anguage skills and
3.	Is this course being align C-ID Code: Click here to If yes, see the Articulation	enter text.			□ No	⊠ N/A
4.	Will course be cross-liste	ed? □ Yes □	⊠ No			

If yes, which department is responsible for scheduling, updating, and assessing the course? Reason for cross-listing: Click here to enter text.

5. Justification of recommendation for new course: How was the need for this course identified? How will this course meet student needs in ways that currently approved courses (including those from other departments) do not?

French is an additional language Emeritus students have been requesting. By expanding the international language offerings to lifelong learners, students will expand their cultural awareness and additional enrollment may increase. The French language course would allow Emeritus students the ability to expand language skills in addition to completing parts of the Emeritus Institute mission statement, "providing academically rigorous, mentally stimulating and socially engaging" courses. On a more practical level, students would be able to use their knowledge through national and international travel experience.

6.	Course Requisites: List all requisites*: None Prerequisite: Click here to enter text. Co-requisite: Click here to enter text. Limitation on enrollment: Click here to enter text. Recommended Prep: Click here to enter text. *Please attach justification for the recommended requisites. Refer to the Chancellor's Guidelines for Title 5 §55003
7.	Will this be a standalone course?  ☑ Yes Course will <b>NOT</b> be included in a degree or certificate program.  ☐ No Course <b>WILL</b> be included in a degree and/or certificate program.  Which ones: Click here to enter text.  *Paperwork for the program (new or revised) must be submitted at the same time as the new course is being developed
8.	Proposed Grading System:  ☐ Letter Grade Only ☐ Option of a standard letter grade or Pass/No Pass ☐ Pass/No Pass only ☐ Pass/Satisfactory Progress/No Pass (P/SP/NP) ☐ Non-credit
9.	Will course be Repeatable?
10.	Will this course be part of an approved family?  ☐ Yes If yes, identify family: Click here to enter text.  ☒ No

11.	What resources will be needed in order to offer this class at Saddleback? e.g. staff, faculty, supplies/
	equipment, facilities.
	Facility will be used at the above the course with trained awarding and different call, to be about as \. Cour

Faculty will be needed to teach the course with typical supplies needed (textbook, technology). Course would be taught in the following modalities: In-person, synchronous and/or asynchronous. Classroom setting may be at a community facility as available.

12.	If degree-applicable, please complete th	ne following information on articulation recommendations.	Please contact
	the Articulation Officer for assistance.	⊠ N/A	

12A.	A. Transfer: Would you recommend that this course transfer to:							
	CSU	☐ Yes	□ No	UC	☐ Yes	□ No		
	Private	☐ Yes	□ No					
	Will the course satisfy a major requirement at CSU or UC? ☐ Yes							
	Please attach documentation. If so, complete the following:							

Click	Click	at	Click	Click	Required for	Click
Course Title	Course No.	at	CSU Campus	UC Campus	Required for	Program or Major
Click	Click	at	Click	Click	Required for	Click
Course Title	Course No.	αι	CSU Campus	UC Campus	ricquired for	Program or Major
Click	Click	o+	Click	Click	Required for	Click
Course Title	Course No.	at	CSU Campus	UC Campus	Required for	Program or Major

12B. General Education: Would you recommend that this course satisfy a GE requirement in any of the following GE patterns? Please consult with the Articulation Officer before completing this section.

	Natural	Social	Humanities	Lifelong	Communi-	Math/	American	Cultural
	Science	Science	/Art	Learning	cations	Quantitative	Institutions	Diversity
AA/AS/GE Degree								
CSU G.E.								
UC Transfer/GE								
IGETC								

NEW COURSE PROPOSAL							
Date: September 15, 2023	Prepared & Submitted by:	EvaMarie Rodriguez-Morris					
Department: Emeritus Institute	Course Prefix & Number 600:	EFRN 601					

Obtain original	(blue ink) signatures from your Depa		Dean prior to
Click to enter date	EvaMarie Rodriguez-Morris	Exist Rise Rediguez Monis	
	Print Name	Signature, Faculty Requ	uestor
Sep 21, 2023	Fuel Marie Dadrigues Marris	Eval Wise Radiguoz Monis	
_	EvaMarie Rodriguez-Morris Print Name	Signature, Department	Chair
Sep 21, 2023	Cormonwaya Harnandar Drava	Carmenmara Hernandez E	
Sep 21, 2023	Carmenmara Hernandez-Bravo Print Name	Signature, Other related discipline	
Click to enter date	Christina Hinkle	Christina Hinkle	
Sep 21, 2023	Print Name	Signature, Other Dean	
Click to enter date	Dan Bradachi	Drukk	_
	Dan Predoehl Print Name	<u>Daniel Predoehl (Sep 21, 2023 09:40 PDT)</u>	
Sep 21, 2023		Signature, Dean	
C. Inc.	Banner: Min 16 – Ma		V No. Co. III
			⊠ Non-Credit
TOP Code: 1102.00	Non-Credit Category: H – Older	Adult Occupation Occupation	nal Code (SAM): E - Non- nal
1. Anticipated first ter	m of offering: $\square$ Fall $\boxtimes$ Spr	ing Year 2025	
language skills and students will enhan	: ned for older adult students with prior delves deeper into various aspects of l ce their language proficiency and cult ons and explore the multifaceted aspe	French-speaking cultures. Th ural understanding, enabling	roughout this course, them to engage in more
C-ID Code: Click her	aligned to a C-ID descriptor? The to enter text. Sulation Officer for assistance with C-ID	☐ Yes ☐ No descriptors.	⊠ N/A
4. Will course be cross	s-listed? □ Yes ⊠ No		

If yes, which department is responsible for scheduling, updating, and assessing the course?

Reason for cross-listing: Click here to enter text.

5.	Justification of recommendation for new course: How was the need for this course identified? How will this course meet student needs in ways that currently approved courses (including those from other departments) do not?
	Need for this course is to continue the student's learning in French. No course in Intermediate French for older
	adult is offered currently. Emeritus students have been requesting additional international languages.
6.	Course Requisites: List all requisites*: Prerequisite: Click here to enter text. Co-requisite: Click here to enter text. Limitation on enrollment: Click here to enter text. Recommended Prep: EFRN 600 – Beginning French Conversation and Culture *Please attach justification for the recommended requisites. Refer to the Chancellor's Guidelines for Title 5 §55003
7.	Will this be a standalone course?  ☑ Yes Course will <b>NOT</b> be included in a degree or certificate program.  ☐ No Course <b>WILL</b> be included in a degree and/or certificate program.  Which ones: Click here to enter text.  *Paperwork for the program (new or revised) must be submitted at the same time as the new course is being developed.
8.	Proposed Grading System:  ☐ Letter Grade Only ☐ Option of a standard letter grade or Pass/No Pass ☐ Pass/No Pass only ☐ Pass/Satisfactory Progress/No Pass (P/SP/NP) ☐ Non-credit
9.	Will course be Repeatable? ☐ No ☐ Yes  Additional skills that will be acquired by repeating this course must be included in the course outline.  If yes, how many times? ☐ 1 ☐ 2 ☐ 3 ☐ Unlimited (Non-credit only)  Reason for Repeating:* ☐ Intercollegiate Athletics ☐ Intercollegiate Competition ☐ Occupational Work Experience/General Work Experience ☐ Additional enrollment required by Transfer Institution (CSU & UC only) to meet lower division requirements for a baccalaureate degree.  *Provide documentation
10	. Will this course be part of an approved family?  ☐ Yes If yes, identify family: Click here to enter text.  ☒ No
11.	What resources will be needed in order to offer this class at Saddleback? e.g. staff, faculty, supplies/equipment, facilities.

Faculty will be needed to teach the course with typical supplies needed (textbook, technology). Course would be taught in the following modalities: In-person, synchronous and/or asynchronous. Classroom setting may

8/2021

be at a community facility as available.

AA/AS/GE Degree

UC Transfer/GE

CSU G.E.

IGETC

ee-applicabl	e, please cor	nplete the	tollowing int	formation of	n articulatio	on recommen	idations. Ple	ase contact
iculation Off	icer for assis	tance.	☑ N/A					
Transfer: V	Vould you re	commend	that this cou	ırse transfer	to:			
CSU		] Yes [	□No	UC	☐ Yes ☐	□No		
Private		] Yes [	□No					
	•					Yes	No	
	Click	atCli	ck	Click	R	eguired for -	Click	
			•					
	Click	— at Cli	CK		R	equired for -	Click	
			•	Click				
Course Title Course N		— at — <sub>csu</sub>	Campus UC Campus		Required for -		Program or Major	
		-			•	•	nt in any of t	he followin
	Transfer: V CSU Private Will the cou Please atta	Transfer: Would you re CSU	Transfer: Would you recommend  CSU Yes  Private Yes  Will the course satisfy a major requested at a course No.  Click Course No.	Transfer: Would you recommend that this councy of the course satisfy a major requirement at Please attach documentation. If so, complete the course No.    Click	Transfer: Would you recommend that this course transfer CSU	Transfer: Would you recommend that this course transfer to:  CSU	Transfer: Would you recommend that this course transfer to:  CSU	Transfer: Would you recommend that this course transfer to:  CSU

NEW COURSE PROPOSAL							
Date: September 15, 2023	Prepared & Submitted by:	EvaMarie Rodriguez-Morris					
Department: Emeritus Institute	Course Prefix & Number 600:	EFRN 602					

Obtain original (I	olue ink) signatures from your De	partment Chai	r and Division I	Dean prior to
	submitting to the Cur	riculum Office.		
Click to enter date	EvaMarie Rodriguez-Morris	Evalphis	r Rodriguoz Monis	
	Print Name		ture, Faculty Requ	estor
Sep 21, 2023 Click to enter date	EvaMarie Rodriguez-Morris	Evallaria	o Rodriguoz-Monis	
Sep 21, 2023	Print Name	Signat	ture, Department	Chair
Click to enter date	Carmenmara Hernandez-Bravo	Carme	nmara Hernandez Br	rave
Sep 21, 2023	Print Name	Signat Other		Chair (if relevant)
Click to enter date	Christina Hinkle	Christi	na Hinkle	
Sep 21, 2023	Print Name	Signat	ture, Other Dean	
Click to enter date	Dan Predoehl		Rull	_
		<u>Daniel Prec</u>	doehl (Sep 21, 2023 09:40 PDT)	
Sep 21, 2023	Print Name	Signati	ıre, Dean	
	Pre Banner: 33.2 Banner: Min 16 – I	Max 64		
Credit Status: 🗆 Cre	edit – Degree Applicable 🔲 Cred	it – Non-degree	Applicable 2	☑ Non-Credit
TOP Code: 1102.00	Non-Credit Category: H – Oldo	er Adult	Occupation Occupation	nal Code (SAM): E - Non- nal
Anticipated first terr	n of offering: $\Box$ Fall $oxtimes$ S	pring Year	2025	
language. This cours depth. Through adva conversations, devel	course designed for older adult stue goes beyond language acquisition anced language practice and culturation of a profound understanding of Frecomplexities of French-speaking secomplexities.	n to explore the al exploration, s ance and other	intricacies of Fr tudents will eng French-speaking	rench-speaking cultures in gage in sophisticated
Is this course being a	aligned to a C-ID descriptor?	□ Yes	□ No	⊠ N/A

If yes, see the Articulation Officer for assistance with C-ID descriptors.

4.	Will course be cross-listed? $\square$ Yes $\boxtimes$ No If yes, which department is responsible for scheduling, updating, and assessing the course?
	Reason for cross-listing: Click here to enter text.
5.	Justification of recommendation for new course: How was the need for this course identified? How will this course meet student needs in ways that currently approved courses (including those from other departments) do not?  Need for this course is to continue the student's learning in French. No course in Advanced French for older adults is offered currently. Emeritus students have been requesting additional international languages.
6.	Course Requisites: List all requisites*: Prerequisite: Click here to enter text. Co-requisite: Click here to enter text. Limitation on enrollment: Click here to enter text. Recommended Prep:
	EFRN 600 – Beginning French Conversation and Culture; EFRN 601 – Intermediate French Conversation and Culture
	*Please attach justification for the recommended requisites. Refer to the <u>Chancellor's Guidelines for Title 5 §55003</u>
7.	Will this be a standalone course?  ☑ Yes Course will <b>NOT</b> be included in a degree or certificate program.  ☐ No Course <b>WILL</b> be included in a degree and/or certificate program.  Which ones: Click here to enter text.  *Paperwork for the program (new or revised) must be submitted at the same time as the new course is being developed.
8.	Proposed Grading System:  ☐ Letter Grade Only ☐ Option of a standard letter grade or Pass/No Pass ☐ Pass/No Pass only ☐ Pass/Satisfactory Progress/No Pass (P/SP/NP) ☐ Non-credit
9.	Will course be Repeatable? □ No ☑ Yes  Additional skills that will be acquired by repeating this course must be included in the course outline.  If yes, how many times? □ 1 □ 2 □ 3 ☑ Unlimited (Non-credit only)  Reason for Repeating:* □ Intercollegiate Athletics □ Intercollegiate Competition □ Occupational Work Experience/General Work Experience □ Additional enrollment required by Transfer Institution (CSU & UC only) to meet lower division requirements for a baccalaureate degree.  *Provide documentation
10	. Will this course be part of an approved family? □ Yes If yes, identify family: Click here to enter text. □ No

11. What resource equipment, fa Faculty, off-ca	cilities.					? e.g. staff,	faculty, sup	oplies/
12. If degree-applic the Articulation	•	•	following inf	formation o	n articulatio	n recommen	dations. Ple	ease contact
12A. Transfer	: Would you re	ecommend t	that this cou	rse transfer	to:			
CSU	•		] No	UC	□ Yes □	] No		
Private			] No					
	course satisfy a ttach documer Click	tation. If so	o, complete t	the followin	g:		No Click	
Course Title	Course No	. CSU	Campus	UC Cam	npus IX	equired for –	Program o	r Major
Click	Click Course No	at _Clic	ck	Click	R	equired for _	Click	
Click Course Title	CIICK	— at Cilo	Campus	CIICK	R	equired for -	Program o	r Major
Click Course Title Click Course No. at Click CSU Campus Click UC Campus Required for Click Program or Major  12B. General Education: Would you recommend that this course satisfy a GE requirement in any of the following GE patterns? Please consult with the Articulation Officer before completing this section.								
	Natural	Social	Humanities	Lifelong	Communi-	Math/	American	Cultural
AA/AS/GE Degree	Science	Science	/Art	Learning	cations	Quantitative	Institutions	Diversity
CSU G.E.								
UC Transfer/GE								
IGETC								

NEW COURSE PROPOSAL							
Date: September 11, 2023	Prepared & Submitted by:	EvaMarie Rodriguez-Morris					
Department: Emeritus Institute	Course Prefix & Number 600:	EITA 600					

Click to enter date	EvaMarie Rodriguez-Morris	Eval prio T	odniguoz-Monis		
Sep 21, 2023	Print Name	Signature, Faculty Requestor			
Click to enter date	EvaMarie Rodriguez-Morris	Evol pino T	adviguon-Monis		
Sep 21, 2023	Print Name	Signatu	re, Department	Chair	
Click to enter date	Carmenmara Hernandez-Bravo	Carmenn	rara Hernandez B	ravo	
Sep 21, 2023	Print Name	Signatu Other r		Chair (if relevant)	
Click to enter date	Christina Hinkle	Christina	Hinkle		
Sep 21, 2023	Print Name	Signatu	re, Other Dean		
Click to enter date	Dan Predoehl		hl (Sep 21, 2023 09:40 PDT)		
Sep 21, 2023	Print Name	Signatur	e Dean		
		-			
Units: 0	Lec hrs: Pre Banner: 33.2		Lab hrs: 0		
	Banner: Min 16 – Max	k 64			
Credit Status: ☐ Cre	dit – Degree Applicable 🔻 Credit –	Non-degree A	opplicable [	⊠ Non-Credit	
TOP Code: 110400	Non-Credit Category: H-Older Ad	ults	Occupation Occupatio	nal Code (SAM): E - Non- nal	
Anticipated first tern	n of offering: $\Box$ Fall $oxtimes$ Sprin	ng Year 2	2025		
students to compone	urse designed for older adults emphasents of Italian culture. Students will gaty to engage in meaningful conversati	in essential la	nguage skills a	and cultural awareness,	
C-ID Code: Click here	ligned to a C-ID descriptor? to enter text. ation Officer for assistance with C-ID	☐ Yes descriptors.	□ No	⊠ N/A	

If yes, which department is responsible for scheduling, updating, and assessing the course? Reason for cross-listing: Click here to enter text.

5. Justification of recommendation for new course: How was the need for this course identified? How will this course meet student needs in ways that currently approved courses (including those from other departments) do not?

Italian is an additional language Emeritus students have been requesting. By expanding the international language offerings to lifelong learners, students will expand their cultural awareness and additional enrollment may increase. The Italian language course would allow Emeritus students the ability to expand language skills in addition to completing parts of the Emeritus Institute mission statement, "providing academically rigorous, mentally stimulating and socially engaging" courses. On a more practical level, students would be able to use their knowledge through national and international travel experience.

6.	Course Requisites: List all requisites*: None Prerequisite: Click here to enter text. Co-requisite: Click here to enter text. Limitation on enrollment: Click here to enter text. Recommended Prep: Click here to enter text. *Please attach justification for the recommended requisites. Refer to the Chancellor's Guidelines for Title 5 §55003
7.	Will this be a standalone course?  ☑ Yes Course will <b>NOT</b> be included in a degree or certificate program.  ☐ No Course <b>WILL</b> be included in a degree and/or certificate program.  Which ones: Click here to enter text.  *Paperwork for the program (new or revised) must be submitted at the same time as the new course is being developed
8.	Proposed Grading System:  ☐ Letter Grade Only ☐ Option of a standard letter grade or Pass/No Pass ☐ Pass/No Pass only ☐ Pass/Satisfactory Progress/No Pass (P/SP/NP) ☐ Non-credit
9.	Will course be Repeatable?
10.	Will this course be part of an approved family?  ☐ Yes If yes, identify family: Click here to enter text.

										i age zi
11.	equip Facult would	ment, facilitie y will be need be taught in	s. ed to tea the follo	ach the wing m	e course with ty odalities: In-polity and alities are	pical supplie	s need	ed (textbook,	technology	y). Course
	_	ee-applicable, ր culation Office		•	the following inf ⊠ N/A	formation on a	articula	tion recommei	ndations. Pl	lease contact
	12A.	Transfer: Wou	uld vou re	ecomme	end that this cou	rse transfer to	0:			
		CSU	•	∃Yes	□ No		☐ Yes	□No		
		Private		⊒ Yes	□ No					
				-	requirement at			□ Yes □	] No	
Cl	ick		Click	— at	Click	Click		Required for	Click	
Со	urse Title		Course No		CSU Campus	UC Campu	ıs	Required for	Program	or Major
Cl	ick		Click	at	Click	Click		Required for	Click	
	urse Title		Course No		CSO Campus	UC Campu	ıs	ricquired for	rrogram	or Major
	ick		Click	— at	Click	Click		Required for	Click	
Со	urse Title		Course No		CSU Campus	UC Campu	ıs	ricquired for	Program	or Major
					recommend tha Articulation Offic			•	nt in any of	the following

	Natural	Social	Humanities	Lifelong	Communi-	Math/	American	Cultural
	Science	Science	/Art	Learning	cations	Quantitative	Institutions	Diversity
AA/AS/GE Degree								
CSU G.E.								
UC Transfer/GE								

IGETC

NEW COURSE PROPOSAL						
Date: September 15, 2023	Prepared & Submitted by:	EvaMarie Rodriguez-Morris				
Department: Emeritus Institute	Course Prefix & Number 600:	EITA 601				

	submitting to the Curricu	lum Office.		
Click to enter date	EvaMarie Rodriguez-Morris	EuxiMurio Rolinguaz Monis		
	Print Name	Signature, Faculty Requestor		
Sep 21, 2023		Eval Vario Rodinguay Morris		
Click to enter date	EvaMarie Rodriguez-Morris Print Name	Signature, Department Chair  Carmenmara Hernandez Bravo		
Sep 21, 2023				
Click to enter date	Carmenmara Hernandez-Bravo Print Name			
Sep 21, 2023	Print Name	Signature, Other related discipline Chair (if relevant)		
•		Christina Hinkle		
Con 21 2022	Christina Hinkle Print Name	Signature, Other Dean		
Sep 21, 2023		Direction of the Death		
Click to enter date	Dan Predoehl	Daniel Predoehl (Sep 21, 2023 09:40 PDT)		
Sep 21, 2023	Print Name	Signature, Dean		
these symbols: ? < > "	•	ort Title INT ITAL CONV-EI		
Units: 0	Lec hrs:	Lab hrs: 0		
	Pre Banner: 33.2	64		
	Pre Banner: 33.2 Banner: Min 16 – Max	64		
Credit Status: □ Cre	Banner: Min 16 – Max	64 Non-degree Applicable ⊠ Non-Credit		

ГОР Code: 110400	Non-Credit Ca	ategory: H – Older Adul		cupational Code (SA cupational	4M): Е - Nor			
Anticipated first term	of offering:	☐ Fall ⊠ Spring	Year 2025					
Catalog Description: This course is designed for older adult students with prior Italian language experience. It builds upon existing language skills and delves deeper into various aspects of Italian culture. Throughout this course, students will enhance their language proficiency and cultural understanding, enabling them to engage in more nuanced conversations and explore the multifaceted aspects of Italian life and society with greater insight.								
Is this course being ali C-ID Code: Click here t If yes, see the Articular	o enter text.	escriptor?	_	No ⊠ N/	<b>′</b> A			
Will course be cross-lis		s ⊠ No e for scheduling, updati	ng, and assessin	g the course?				

2.

3.

4.

Reason for cross-listing: Click here to enter text.

5.	Justification of recommendation for new course: How was the need for this course identified? How will this course meet student needs in ways that currently approved courses (including those from other departments) do not?
	Need for this course is to continue the student's learning in Italian. No course in Intermediate Italian is offered currently. Emeritus students have been requesting additional international languages.
6.	Course Requisites: List all requisites*: Prerequisite: Click here to enter text. Co-requisite: Click here to enter text. Limitation on enrollment: Click here to enter text. Recommended Prep: EITA 600 – Beginning Italian Conversation and Culture *Please attach justification for the recommended requisites. Refer to the Chancellor's Guidelines for Title 5 §55003
7.	Will this be a standalone course?  ☑ Yes Course will <b>NOT</b> be included in a degree or certificate program.  ☐ No Course <b>WILL</b> be included in a degree and/or certificate program.  Which ones: Click here to enter text.  *Paperwork for the program (new or revised) must be submitted at the same time as the new course is being developed.
8.	Proposed Grading System:  ☐ Letter Grade Only ☐ Option of a standard letter grade or Pass/No Pass ☐ Pass/No Pass only ☐ Pass/Satisfactory Progress/No Pass (P/SP/NP) ☐ Non-credit
9.	Will course be Repeatable? ☐ No ☐ Yes  Additional skills that will be acquired by repeating this course must be included in the course outline.  If yes, how many times? ☐ 1 ☐ 2 ☐ 3 ☐ Unlimited (Non-credit only)  Reason for Repeating:* ☐ Intercollegiate Athletics ☐ Intercollegiate Competition ☐ Occupational Work Experience/General Work Experience ☐ Additional enrollment required by Transfer Institution (CSU & UC only) to meet lower division requirements for a baccalaureate degree.  *Provide documentation
10.	Will this course be part of an approved family?  ☐ Yes If yes, identify family: Click here to enter text.  ☐ No
1.	What resources will be needed in order to offer this class at Saddleback? e.g. staff, faculty, supplies/

11. What resources will be needed in order to offer this class at Saddleback? e.g. staff, faculty, supplies/equipment, facilities.

Faculty will be needed to teach the course with typical supplies needed (textbook, technology). Course would be taught in the following modalities: In-person, synchronous &\or asynchronous. Classroom setting may be

at a community facility as available.

Science

AA/AS/GE Degree

UC Transfer/GE

CSU G.E.

IGETC

12A.	Transfer: W	Vould you rec	omm	end that this co	ourse transfer t	to:			
	CSU		Yes	□ No	UC	☐ Yes	□ No		
	Private		Yes	□ No					
	Will the cou	ırse satisfy a r	najor	requirement a	t CSU or UC?		□ Yes □	□No	
	Please attac	ch documenta	tion.	If so, complete	e the following	<b>;</b> :			
Click		Click		Click	Click			Click	
			at	CHCK			Required for	CIICK	
	9	Course No.		CSU Campus	UC Camp	ous	Required for	Program or	Major
Course Title		Click		Click	UC Camp		Required for	Program or Click	Major
Course Title Click Course Title		Course No.		CSU Campus  CSU Campus	UC Camp		Required for	Click Program or	Major
Course Title	e	Click		Click	UC Camp	ous	Required for Required for	Click Program or	Major

/Art

Learning

cations

Science

Quantitative

Institutions

Diversity

NEW COURSE PROPOSAL					
Date: September 15, 2023	Prepared & Submitted by:	EvaMarie Rodriguez-Morris			
Department: Emeritus Institute	Course Prefix & Number 600:	EITA 602			

	submitting to the Curricu	lum Office.		
Click to enter date	EvaMarie Rodriguez-Morris Print Name	Evid Vario Robiguez Monis		
Sep 21, 2023 Click to enter date	EvaMarie Rodriguez-Morris	Signature, Faculty Requestor		
Sep 21, 2023 Click to enter date Sep 21, 2023	Print Name  Carmenmara Hernandez-Bravo  Print Name	Signature, Department Chair		
		Carmenmara Hernandez Bravo		
		Signature, Other related discipline Chair (if relevant)		
Click to enter date	Christina Hinkle	Christina Hinkla		
Sep 21, 2023	Print Name	Signature, Other Dean		
Click to enter date	Dan Predoehl	Daniel Predoehl (Sep 21, 2023 09:40 PDT)		
Sep 21, 2023	Print Name	Signature, Dean		

	these symbols: ? < > " \ / * :  )	·LI		
	Advanced Italian Conversation and Cult	ture (EI)		
	Units: 0	ec hrs:	Lab hrs:	0
		re Banner: 33.2 anner: Min 16 – Max 64		
	Credit Status: ☐ Credit – Degree Appl	icable ☐ Credit – Non	-degree Applicable	⊠ Non-Credit
	TOP Code: 110400 Non-Credit C	Category: H – Older Adult	Occupat Occupa	ional Code (SAM): E - Non- tional
1.	. Anticipated first term of offering:	☐ Fall ⊠ Spring	Year 2025	
2.	Catalog Description: This is an immersive course designed f language. This course goes beyond lan Through advanced language practice a develop a profound understanding of art, and traditions.	guage acquisition to exp and cultural exploration,	lore the intricacies o students will engage	f Italian culture in depth. in sophisticated conversations
3.	<ul> <li>Is this course being aligned to a C-ID de C-ID Code: Click here to enter text.</li> <li>If yes, see the Articulation Officer for a</li> </ul>	•		⊠ N/A

4.	Will course be cross-listed? $\square$ Yes $\boxtimes$ No If yes, which department is responsible for scheduling, updating, and assessing the course?
	Reason for cross-listing: Click here to enter text.
5.	Justification of recommendation for new course: How was the need for this course identified? How will this course meet student needs in ways that currently approved courses (including those from other departments) do not?  Need for this course is to continue the student's learning in Italian. No course in Advanced Italian is offered currently. Emeritus students have been requesting additional international languages.
6.	Course Requisites: List all requisites*: Prerequisite: Click here to enter text. Co-requisite: Click here to enter text. Limitation on enrollment: Click here to enter text. Recommended Prep: EITA 600 – Beginning Italian Conversation and Culture; EITA 601 – Intermediate Italian Conversation and Culture *Please attach justification for the recommended requisites. Refer to the Chancellor's Guidelines for Title 5 §55003
7.	Will this be a standalone course?  ☑ Yes Course will <b>NOT</b> be included in a degree or certificate program.  ☐ No Course <b>WILL</b> be included in a degree and/or certificate program.  Which ones: Click here to enter text.  *Paperwork for the program (new or revised) must be submitted at the same time as the new course is being developed.
8.	Proposed Grading System:  ☐ Letter Grade Only ☐ Option of a standard letter grade or Pass/No Pass ☐ Pass/No Pass only ☐ Pass/Satisfactory Progress/No Pass (P/SP/NP) ☐ Non-credit
9.	Will course be Repeatable? ☐ No ☐ Yes  Additional skills that will be acquired by repeating this course must be included in the course outline.  If yes, how many times? ☐ 1 ☐ 2 ☐ 3 ☐ Unlimited (Non-credit only)  Reason for Repeating:* ☐ Intercollegiate Athletics ☐ Intercollegiate Competition ☐ Occupational Work Experience/General Work Experience ☐ Additional enrollment required by Transfer Institution (CSU & UC only) to meet lower division requirements for a baccalaureate degree.  *Provide documentation

10. Will th □ Yes ⊠ No	is course be pa If yes, ident			red family? here to enter to	ext.				
equip	ment, facilitie	s.			chis class at Saddl	-	faculty, supplies/		
_	ee-applicable, iculation Office			the following ir ⊠ N/A	nformation on artic	culation recommer	ndations. Please contact		
12A.	Transfer: Wo	uld you reco	mme	end that this co	urse transfer to:				
	CSU	□ Y	es	□ No	UC 🗆 Y	Yes □ No			
	Private	□ Y	es	□ No					
Will the course satisfy a major requirement at CSU or UC? ☐ Yes ☐ No Please attach documentation. If so, complete the following:									
Click		Click		Click	Click	5	Click		
Course Title	 !	Click Course No.	at	CSU Campus	UC Campus	— Required for	Click Program or Major		
Click		Click	2+	Click CSU Campus	Click	Poquired for	Click		
Course Title						— Required for	Program or Major		
Click		Click Course No. at	at.	_ Click	Click	Required for	Click		
Course Title			aι	CSU Campus	UC Campus	Required for	Program or Major		
					at this course satisficer before comple		nt in any of the followinຄຸ		

Social

Science

Natural

Science

AA/AS/GE Degree

UC Transfer/GE

CSU G.E.

IGETC

Humanities

/Art

Lifelong

Learning

Communi-

cations

Math/

Quantitative

American

Institutions

8/2021
0/2021

Cultural

Diversity

NEW COURSE PROPOSAL									
Date: 7-15-23	Prepared & Submitted by:	Randy Hardick							
Department: Emergency Medical Technology	Course Prefix & Number 600:	EMT 607NC (407NC)							

Obtain origina	al (blue ink) signatures from your Depart submitting to the Curricul		Dean prior to
7/26/2023	Click here to enter text.Randy Hardick Print Name	Randy Ha Signature, Faculty Requ	
7/26/2023	Click here to enter text.Randy Hardick Print Name	Randy Hara Signature Department	lick Chair
NA	Click here to enter text.NA Print Name	Signature, Other related discipline	
7/26/2023	Click here to enter text.Dr. Sherrie Loewen	Sherrie Loeu Signature, Dean	ven, Ph.D.
	SHETTIC LOCWETT	. 0 ,	
	Lec hrs: 182.6  Credit – Degree Applicable □ Credit – N		.8 ☑ Non-Credit
TOP Code: 1250.00	Non-Credit Category: Short Term \	ocational Occupation	nal Code (SAM): C
h integrity and humili ntified in the Nationa d treatment intervent cessfully complete all National Registry EN	on: dents into proficient and compassionate preholity. Covers the cognitive, psychomotor, and affel EMS Education Standards, including biochemicions, operations, administration, safety, and well requirements for EMT 417NC, to be awarded a	spital emergency professiona ective aspects of Basic Life Su stry, anatomy, physiology, pa ell-being. Students must achie a course completion certificat	pport level prehospital care as thophysiology, assessment eve a "P" in EMT 407NC, and ee, which is required to take
C-ID Code: Click h	ng aligned to a C-ID descriptor? nere to enter text. ticulation Officer for assistance with C-ID de	□ Yes	□ N/A
, cs, see the /			

Reason for cross-listing: NA

5. Justification of recommendation for new course: How was the need for this course identified? How will this course meet student needs in ways that currently approved courses (including those from other departments) do not?

The proposed recommendation for adding a non-credit option for students would allow a lower cost of obtainment of the course completion certification required by state/national certifying agencies and an increase in student enrollment. The course represents a short-time vocational option as an entry-level position in the EMS system. Students would be able to complete all requirements as the EMT 207 course but would not be eligible for a course credit. If course credit is desired, the student could enroll in the for-credit course EMT 207. Noncredit instruction is a valuable bridge for underprepared or otherwise inhibited students as they transition into college and can serve as integral components of all current and future student success efforts, including EMS and other healthcare career Guided Pathways. Mirroring existing credit classes with noncredit class offerings can address the unique college and career goals of adult education noncredit students who are interested in exploring the rigor and expectations of credit courses without the pressures of the credit coursework, such as tuition fees, unit concerns, and course repeatability restrictions. Additionally, students are able to achieve career development and college preparation certificates of completion in the CTE EMS discipline. Mirrored courses provide an opportunity for institutions to bridge pathways for adult noncredit learner populations to achieve academic success in credit courses. Such courses also provide an opportunity to build new, and strengthen existing, relationships across campus and with EMS industry

expectations of credit courses without the pressures of the credit coursework, such as tuition fees, unit concerns, and course repeatability restrictions. Additionally, students are able to achieve career development and college preparation certificates of completion in the CTE EMS discipline. Mirrored courses provide an opportunity for institutions to bridge pathways for adult noncredit learner populations to achieve academic success in credit courses. Such courses also provide an opportunity to build new, and strengthen existing, relationships across campus and with EMS industry partners. Areas of growth related to mirrored courses may promote effective articulation agreements and incorporate more accurate metrics and analytics to support institutional student-focused Guided Pathways and meta-major frameworks from college to EMS and other healthcare careers. Noncredit students attend the course lectures or labs throughout the given semester and are required to complete the same work and assignments as the credit students enrolled in the dual-listed credit course. The significant difference is that the noncredit students earn a pass/satisfactory progress/no pass grade while the credit students earn a letter grade after completing the course

_	C	D	4 . 44
6.	Course	Keai	uisites:

List all requisites\*:

Students must meet current clinical placement requirements as outlined on the program's webpage and program Handbook prior to entry into the program.

Co-requisite: EMT 617NC

Limitation on enrollment: American Heart Association Basic Life Support (BLS) Healthcare Provider certification, physical/health exam and criminal background check/drug screening test required (state or clinical site requirements).

Recommended Prep: Medical Terminology, Anatomy and Physiology, Emergency Medical Responder course \*Please attach justification for the recommended requisites. Refer to the Chancellor's Guidelines foTher Title 5 §55003

7.	Will this be a standalone course?.								
	⊠ No □ Yes			degree and/or certificate program. n a degree or certificate program.					
		nes: EMT Certificate of ork for the program (ne	ion I) must be submitted at the same time as the new course is being developed						
8.	☐ Lette	d Grading System: r Grade Only 'No Pass only credit		☐ Option of a standard letter grade or Pass/No Pass X Pass/Satisfactory Progress/No Pass (P/SP/NP)					
9.	Will cou	rse be Repeatable?	□ No	⊠ Yes					

	If yes, Reaso ☐ Inte ☐ Inte ☐ O	onal skills that how many ting for Repeatier Collegiate Accupational ditional enrogements for a declarational control of the collegiate of	mes? ng:* thletics ompetitic Work Exp ollment r baccalau	⊠ 1 on erienc equire	e/Gei d by	2 □ 3  neral Wor  Transfer	□ Unlimit k Experiend	ed (Non	-credit or	nly)		
10.		•	part of ar			•	ext.					
11.	equipr No ad instru	resources wi ment, facilitie ditional resou ction at the s increase if the er	es. urces wou ame time	ıld be r . The c	equir	ed, stude dditional r	nts seeking esources (:	g credit o	or non-cre	edit w	ould receiv	e nt that
12.	_	ee-applicable, ticulation Offic	•	•		ollowing in	formation o	n articula	ation reco	mmer	ndations. Ple	ease contact
	12A.	Transfer: Wo	uld you re	comme	end th	at this cou	rse transfer	to:				
		CSU		] Yes		No	UC	☐ Yes	□ No			
		Private		] Yes		No						
		Will the cours	documen	tation.	If so,	complete	the followin		□ Yes		l No	
	ick		Click	— at	Click		Click		Required	d for -	Click Program o	
	urse Title					-	UC Can	npus	- 1		Program o	r Major
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	urse Title					-		npus				
	ick urse Title		Click Course No.	<del>          at</del>	Click CSU C	ampus	Click UC Can	anus	Required	d for -	Click Program o	r Major
30	12B.	General Educaterns? Please	ation: Wou consult wi	uld you th the	recon Articu	nmend tha	et this course cer before c	e satisfy a ompletin	a GE requi ng this sect	reme tion.	nt in any of t	he following  Cultural
			Science	Scien	ce	/Art	Learning	cations	Quanti	tative	Institutions	Diversity

AA/AS/GE Degree

UC Transfer/GE

CSU G.E.

IGETC

NEW COURSE PROPOSAL						
Date: 7-17-23	Prepared & Submitted by:	Randy Hardick				
Department: EMT - Emergency Medical Technician	Course Prefix & Number 600:	EMT 617NC (EMT 417NC)				

	Curriculum Off	ice.
7/26/2023	Click here to enter text Randy Hardick	Randy Hardick Signature Faculty Requestor
7/26/2023	Click here to enter text Randy Hardick	Randy Hardick Signature Department Chair
NA	Click here to enter text	Signature, Other related discipline Chair (if relevant)
7-26-23	Click here to enter text Dr. Sherrie Loewen	 Signature, Dean
TECHNICIAN CI	LINICAL OBSERVATION	
Units:	Lec hrs:	Lab hrs: 24.9
Credit Status:	Credit – Degree Applicable ☐ Credit	<ul> <li>Non-degree Applicable ⊠ Non-Credit</li> </ul>
Credit Status:   TOP Code: 1250.0		<ul> <li>Non-degree Applicable</li></ul>
TOP Code: 1250.0  Anticipated first	0 Non-Credit Category: I- Short Te term of offering: □ Fall □ S	
Anticipated first  Catalog Descript vides opportunity lass or online scer	Non-Credit Category: I- Short Te term of offering: □ Fall 図 S ion: to practice clinical skills in hospital emer	Spring Year 2025 gency department, on an ambulance, and/or during T 407NC and EMT 417NC is required to be eligible to
Anticipated first Catalog Descript vides opportunity lass or online scer the National Reg Is this course bei C-ID Code: Click	Non-Credit Category: I- Short Te term of offering: □ Fall 図 S ion: to practice clinical skills in hospital emer narios. Successful completion of both EM	Spring Year 2025  gency department, on an ambulance, and/or during T 407NC and EMT 417NC is required to be eligible tified as an EMT.

reason for cross-listing. NA

5. Justification of recommendation for new course: How was the need for this course identified? How will this course meet student needs in ways that currently approved courses (including those from other departments) do not?

The proposed recommendation for adding a non-credit option for students would allow a lower cost of obtainment of the course completion certification required by state/national certifying agencies and an increase in student enrollment. The course represents a short-time vocational option as an entry-level position in the EMS system. Students would be able to complete all requirements as the EMT 207 course but would not be eligible for a course credit. If course credit is desired, the student could enroll in the for-credit course EMT 207.

Noncredit instruction is a valuable bridge for underprepared or otherwise inhibited students as they transition into college and can serve as integral components of all current and future student success efforts, including EMS and other healthcare career Guided Pathways. Mirroring existing credit classes with noncredit class offerings can address the unique college and career goals of adult education noncredit students who are interested in exploring the rigor and expectations of credit courses without the pressures of the credit coursework, such as tuition fees, unit concerns, and course repeatability restrictions. Additionally, students are able to achieve career development and college preparation certificates of completion in the CTE EMS discipline. Mirrored courses provide an opportunity for institutions to bridge pathways for adult noncredit learner populations to achieve academic success in credit courses. Such courses also provide an opportunity to build new, and strengthen existing, relationships across campus and with EMS industry partners Areas of growth related to mirrored courses may promote effective articulation agreements and incorporate more accurate metrics and analytics to support institutional student-focused Guided Pathways and meta-major frameworks from college to EMS and other healthcare careers. Noncredit students attend the course lectures or labs throughout the given semester and are required to complete the same work and assignments as the credit students enrolled in the dual-listed credit course. The significant difference is that the noncredit students earn a pass/satisfactory progress/no pass grade while the credit students earn a letter grade after completing the course

6. Course Requisites:

7.

8

List all requisites\*:

Students must meet current clinical placement requirements as outlined on the program's webpage and program Handbook prior to entry into the program.

Prerequisite: HSC 422NC

Co-requisite: EMT 407NC

Limitation on enrollment: American Heart Association Basic Life Support (BLS) Healthcare Provider certification, physical/health exam and criminal background check/drug screening test required (state or clinical site requirements).

Recommended Prep: Medical Terminology, Anatomy and Physiology, Emergency Medical Responder course \*Please attach justification for the recommended requisites. Refer to the Chancellor's Guidelines for Title 5 §55003

Will this	be a standalone course?					
$\square$ Yes Course will <b>NOT</b> be included in a degree or certificate program.						
☑ No Course WILL be included in a degree and/or certificate program.						
Which o	nes: EMT Certificate of Completio	n				
*Paperw	ork for the program (new or revised) r	nust be submitted at the same time as the new course is being developed				
☐ Letter	d Grading System: Grade Only No Pass only credit	☐ Option of a standard letter grade or Pass/No Pass X Pass/Satisfactory Progress/No Pass (P/SP/NP)				

If yes, how man Reason for Rep □ Intercollegia □ Intercollegia <del>□</del> □ Occupatio □ Additional	s that will be acquing times?  weating:* te Athletics te Competition onal Work Experier enrollment requir or a baccalaureate	1 □ 2 □ 3  nce/General World by Transfer	☐ Unlimited (No	be included in the course outline. n-credit only) & UC only) to meet lower division
10. Will this course ☐ Yes If yes, ☑ No	e be part of an application be part of an application identify family: Cli		text.	
equipment, factorial No additional restruction at the would increase summer.	ilities. esources would be he same time. The if there were addi	required, stude only additional tional sections of e the following in	ents seeking credit resources (staff, fa offered than the no	oack? e.g. staff, faculty, supplies/ or non-credit would receive iculty, supplies or equipment that ormal two per fall/spring, and one per lation recommendations. Please contact
12A. Transfer:	Would you recomn	nand that this co	urse transfer to:	
CSU	□ Yes			s □ No
Private	□ Yes	□ No		<i>-</i>
	course satisfy a majo tach documentation	or requirement at		□ Yes □ No
Click	Click at	Click	Click	<ul> <li>Required for Click         Program or Major</li> </ul>
Course Title			-1. 1	
Click Course Title	Click at Course No.	Click	Click UC Campus	<ul> <li>Required for Click         Program or Major</li> </ul>
Click			Click	
Course Title	Click Course No. at	Click CSU Campus	UC Campus	Required for Click Program or Major
	ease consult with the		icer before complet	

Learning

/Art

cations

Quantitative

Institutions

Science

AA/AS/GE Degree

UC Transfer/GE

CSU G.E.

IGETC

Science

8/2021	
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Diversity

1 Idea for program. ADTs do NOT need to complete this process.

Faculty Initiator completes Part 2 of this New Program Initiation Form in preparation for Step 3.

- a. Program Name: Bus Operator/Driver Commercial Learner's Permit
- b. Program Type: (use drop down menu or write in) NonCredit Cert of Completion
- c. Program TOP code: 0947.50 CIP: 49.0205
- d. Contact information for Program Initiator: Taylor Brooks

tbrooks18@saddleback.edu

2

(949) 348-6106

- e. Proposed Pathway for new program: Business and Industry
- f. Summary description of the new program: A brief description of the purpose of the new program and the population of students for which it is being developed, and if CTE, the jobs for which students would be prepared. This should look like a catalog description.

These courses prepare students for the California Commercial Learner's Permit (CLP) test and provide insight to what a career as a bus operator/driver entails. To obtain a commercial driver's license, a person needs to first attain the CLP by passing a knowledge test based on the California Commercial Driver Handbook. Therefore, students will review information in the California Commercial Driver Handbook, including sample test questions, Students will learn study skills to better prepare them for the CLP test and customer service skills which are essential in the field. Moreover, students will receive behind-the-wheel and vehicle inspection training. Finally, a walk-thru of the job application process, interview techniques, and job requirements (i.e., physical examination, background checks, ect.) will be reviewed.

g. Brief Description of how the idea for the new program came about: If proposal is for an OSA, include a statement why Saddleback would support an OSA in contrast to offering a certificate program.

This non-credit certificate is designed to fill a need in the local job market by training drivers/operators to get their CLP permit. Orange County Transit Association (OCTA) has requested the course development to help fill their open positions locally for bus operators. The course is converting a not-for credit fee-based contract education Bus Operator Academy program for OCTA to non-credit CDCP program.

h. Please list all courses to be included in the program and total units: If courses are new or need to be revised, please mark as such.

Auto 640NC (440NC) Transit and Municipality Career Exploration 8.3 hrs Auto 674NC (474NC) Bus Operator/Driver Training 58.1 hrs

Document Department/Inter-Departmental discussions with signatures in preparation for Step 4							
Signature/Date, Program Initiator	Signature/Date, Dept. Chair						
Tinfor 8/00 RS/ /2 7/5	1/23 / //5/73						
Signature/Date, Division Dear	/ / Other discipline faculty/chair (if app icable) or □ n/a						
whater 1	5/22						

9-26-23 Agenda Item 8 Page 41 of 91

1	Articulation Officer: Review date (if applicable)			EWD Director: Review date (if applicable)			
4	Date	Initials	s	Date	Initials		
5	Curriculum Committee: Review date						
6	Consultation Council: Review date	7		culum Chair posts cleared Notice of Intent on the Curriculo site New Program Status link			

Do not go over 1 page. If document expands further, review to be more concise. You can remove this warning.

#### **New Program Initiation Form (not needed for ADTs)**

1	Idea for program. ADTs do NOT need to complete this process.						
	Faculty Initiator completes Part 2 of this New Program Initiation Form in preparation for Step						
	3. a. Program Name: Emergency Medical Technician						
	b. Program Type: (use drop down menu or write in) Certificate of Completion						
	c. Program TOP code: 1250.00 CIP: 51.0904						
	d. Contact information for Program Initiator: Randy Hardick						
2	rhardick@saddleback.edu 949-582-4819  e. Proposed Pathway for new program:  f. Summary description of the new program: A brief description of the purpose of the new program and the population of students for which it is being developed, and if CTE, the jobs for which students would be prepared. This should look like a catalog description.  Designed to develop students into proficient and compassionate prehospital emergency professionals who conduct themselves with integrity and humility. Covers the cognitive, psychomotor, and affective aspects of Basic Life Support level prehospital care as identified in the National EMS Education Standards, including biochemistry, anatomy, physiology, pathophysiology, assessment and treatment interventions, operations, administration, safety, and well-being. Students must achieve a grade of "P"in EMT 607, and successfully complete all requirements for EMT 617C, to be awarded a course completion certificate, which is required to take the National Registry EMT written examination and become certified as an EMT. The						
	Document Department/Inter-Departmental discussions with signatures in preparation for Step 4  Signature/Date, Program Initiator  Signature/Date, Dept.						
3	Randy Hardick 8-31-23 Chair Randy Hardick 8-31-23						
	Signature/Date, Division Dean  Sherris Loewen, Ph.D. 8-31-23  Other discipline faculty/chair (if applicable) or $\square$ n/a						
4	Articulation Officer: Review date (if applicable)  Date    EWD Director: Review date (if applicable)						
5	Curriculum Committee: Review date						
6	Consultation Council: Review date  7						
	Website New Program Status link						

NEW COURSE PROPOSAL					
Date: 9/19/23	Prepared & Submitted by:	Shawn O'Rourke			
Department: COMM	Course Prefix & Number :	COMM 610H (110H)			

Catalog Description: Ammines popular culture through the lens of rhetoric in order to see how cultural values, identity, and social emediated through film, television, literature, advertising and other forms of mass media. The Honors versurse includes a research project and a greater focus on active engagement. Credit given for COMM 110 or 00H, but not both.  Is this course being aligned to a C-ID descriptor?   Yes   No   N/A  C-ID Code: Click here to enter text.  If yes, see the Articulation Officer for assistance with C-ID descriptors.		submitting to the Curri		nd Division	
Print Name  Deidre Cavazzi Print Name  Deidre Cavazzi Print Name  Deidre Cavazzi Signature, Honors Program Chair  Click to enter date  Scott Farthing Print Name  Signature, Honors Program Chair  Course Title (60 Character max and do not use any of these symbols: ? < > " \ / * :  ) Honors Rhetoric of Popular Culture  Units: 3  Lec hrs: 3  Lab hrs: 0  Credit Status:  Credit — Degree Applicable Degree Applicable  Credit Status:  Credit Status:  Fall Spring  Year 2025  Catalog Description: Signature, Honors Rhetoric of Popular Culture  Units: 3  Lab hrs: 0  Credit Status:  Credit Status:  Credit — Degree Applicable Credit — Non-degree Applicable Coccupational  Anticipated first term of offering: Fall Spring  Year 2025  Catalog Description: Signature, Honors Program Chair  Scott Farthing  Signature, Honors Program Chair  Signature, Honors H	9/19/2023				
Print Name  Signature, Honors Program Chair  Click to enter date  Scott Farthing Print Name  Signature, Dean  Course Title (60 Character max and do not use any of these symbols: ? < > "\ / * :  ) Honors Rhetoric of Popular Culture  Units: 3  Lec hrs: 3  Lab hrs: 0  Credit Status: Credit — Degree Applicable Credit — Non-degree Applicable Non-Credit  TOP Code: 1506.00  Non-Credit Category: Click here to enter text. Occupational Code (SAM): E-l Occupational  Anticipated first term of offering: Fall Spring Year 2025  Catalog Description: amines popular culture through the lens of rhetoric in order to see how cultural values, identity, and social emediated through film, television, literature, advertising and other forms of mass media. The Honors versurse includes a research project and a greater focus on active engagement. Credit given for COMM 110 or 00H, but not both.  Is this course being aligned to a C-ID descriptor? Yes No NA  C-ID Code: Click here to enter text.  If yes, see the Articulation Officer for assistance with C-ID descriptors.  Will course be cross-listed? Yes No	Click to enter date			-	
Course Title (60 Character max and do not use any of these symbols: ? < > " \ / * :   )  Honors Rhetoric of Popular Culture  Units: 3  Lec hrs: 3  Lab hrs: 0  Credit Status:	Click to enter date		Signature	e,	
these symbols: ? < > " \ / * :   \) Honors Rhetoric of Popular Culture  Units: 3  Lec hrs: 3  Lec hrs: 3  Credit Status:  Credit – Degree Applicable  Credit – Non-degree Applicable  Non-Credit  TOP Code: 1506.00  Non-Credit Category: Click here to enter text.  Occupational Code (SAM): E-l Occupational  Anticipated first term of offering:  Fall  Spring Year 2025  Catalog Description:  Catalog D	Click to enter date			•	
Units: 3  Lec hrs: 3  Lab hrs: 0  Credit Status:	these symbols: ? < > '	· \	Short Title: Rheto	ric of Popula	r Culture (Honors)
TOP Code: 1506.00  Non-Credit Category: Click here to enter text.  Occupational Code (SAM): E-I Occupational  Anticipated first term of offering:  Catalog Description:  amines popular culture through the lens of rhetoric in order to see how cultural values, identity, and social emediated through film, television, literature, advertising and other forms of mass media. The Honors versurse includes a research project and a greater focus on active engagement. Credit given for COMM 110 or COH, but not both.  Is this course being aligned to a C-ID descriptor?  C-ID Code: Click here to enter text.  If yes, see the Articulation Officer for assistance with C-ID descriptors.  Will course be cross-listed?  Yes  No				Lab hrs: 0	
Catalog Description: Amines popular culture through the lens of rhetoric in order to see how cultural values, identity, and social emediated through film, television, literature, advertising and other forms of mass media. The Honors versurse includes a research project and a greater focus on active engagement. Credit given for COMM 110 or 60 OH, but not both.  Is this course being aligned to a C-ID descriptor?				Occupation	nal Code (SAM): E-Non
C-ID Code: Click here to enter text.  If yes, see the Articulation Officer for assistance with C-ID descriptors.  Will course be cross-listed?   Yes   No	Catalog Description amines popular culture mediated through fillurse includes a researce	e through the lens of rhetoric in order m, television, literature, advertising a	r to see how cult nd other forms c	ural values, io of mass media	a. The Honors version
— · · · — · · · — · · · · · · · · · · ·	C-ID Code: Click her	e to enter text.		⊠ No	□ N/A
			pdating, and asse	essing the cou	urse?

5.	course meet student needs in ways that currently approved courses (including those from other departments) do not?
	The non-honors version of this course is a new course beginning in Fall 24 and is needed to expand offerings for students interested in the Communications Studies discipline. This would be an honors version of that course; the Honors Program at Saddleback College currently does not offer a diverse enough range of courses to satisfy the GE and major prep needs for many students; additionally, the school of AMPD is underrepresented in Honors courses.
6.	Course Requisites: List all requisites*: Prerequisite: NA Co-requisite: NA Limitation on enrollment: NA Recommended Prep: NA *Please attach justification for the recommended requisites. Refer to the Chancellor's Guidelines for Title 5 §55003
7.	Will this be a standalone course?  ☐ Yes Course will <b>NOT</b> be included in a degree or certificate program.  ☐ No Course <b>WILL</b> be included in a degree and/or certificate program.  Which ones: Communication Studies 2.0 AA-T  *Paperwork for the program (new or revised) must be submitted at the same time as the new course is being developed.
8.	Proposed Grading System:  ☐ Letter Grade Only ☐ Pass/No Pass only ☐ Non-credit  ☐ Coption of a standard letter grade or Pass/No Pass ☐ Pass/Satisfactory Progress/No Pass (P/SP/NP) ☐ Non-credit
9.	Will course be Repeatable?  No  Yes  Additional skills that will be acquired by repeating this course must be included in the course outline.  If yes, how many times?
10	. Will this course be part of an approved family?  ☐ Yes If yes, identify family: Click here to enter text.  ☒ No

11.	What resources vequipment, facility None		led in orde	r to offer th	nis class at S	Saddleback	c? e.g. staff,	faculty, sup	oplies/
12.	If degree-applicabl the Articulation Off		•	following inf	formation o	n articulatio	on recommen	idations. Ple	ease contact
	12A. Transfer: V	Vould you re	ecommend	that this cou	rse transfer	to:			
	CSU		⊠ Yes □	] No	UC	☐ Yes ☐	□ No		
	Private			] No					
	Will the course satisfy a major requirement at CSU or UC?  Please attach documentation. If so, complete the following:    Journalism								
	Course Title	Course No.	. CSU	Campus	UC Can	npus		Program o	r Major
	Click	Click	atClic	ck	Click	R	equired for –	Click	
	Course Title	Course No.	. CSU	Campus	UC Can	npus	•	Program o	r Major
	Click Course Title	CIICK	at Cili	Campus	CIICK	R	equired for -	CIICK Program o	r Major
	12B. General Education: Would you recommend that this course satisfy a GE requirement in any of the following GE patterns? Please consult with the Articulation Officer before completing this section.								
		Natural Science	Social Science	Humanities /Art	Lifelong Learning	Communi- cations	Math/ Quantitative	American Institutions	Cultural Diversity
A	AA/AS/GE Degree					∠ations ⊠			
	CSU G.E.					$\boxtimes$			
ι	JC Transfer/GE								
10	GETC								

NEW COURSE PROPOSAL					
Date: Click here to enter text.	Prepared & Submitted by:	Hiro Konishi			
Department: Cinema-TV-Radio	Course Prefix & Number 600:	CTVR 603H (3H)			

Obtain orig	inal (blue ink) signatures from y	our Department Chair a	nd Division [	Dean prior to			
	submitting to t	the Curriculum Office.					
September 21, 20	23 Hiro Konishi Print Name	Signatu	re, Faculty Requ	uestor			
September 21, 20	23 Hiro Konishi Print Name		re, Department	Chair			
Click to enter date	Click here to enter tex Print Name	Signatu		e Chair (if relevant)			
9/21/23	Scott Farthing Print Name		<i>Farthing</i> re, Dean	<u> </u>			
Course Title (60 Character max and do not use any of these symbols: ? < > " \ / * :  ) Honors The History and Appreciation of American Cinema							
Units: 3	Lec hrs: 3		Lab hrs: 0				
Credit Status:		☐ Credit – Non-degree A	pplicable	□ Non-Credit			
TOP Code: 0612. History and Criti	υ,	Click here to enter text.	Occupatio	nal Code (SAM): E			
Anticipated firs	· ·	all □ Spring Year 2	025				
Evaluation of A history, literate different eras of	merican Cinema as an art form a are, creative techniques, and rela of cinema's history. The Honors of Credit for either CTVR 3 or CTVF	tionship to society. Viewi ourse is enriched by smal	ng and critiqu	uing outstanding films from			
C-ID Code: Clic	eing aligned to a C-ID descriptor? k here to enter text. krticulation Officer for assistance		⊠ No	□ N/A			
Will course be	cross-listed? ☐ Yes ⊠ partment is responsible for sched	No duling, updating, and asse	essing the cou	ırse?			

Reason for cross-listing: Click here to enter text.

5.	Justification of recommendation for new course: How was the need for this course identified? How will this course meet student needs in ways that currently approved courses (including those from other departments) do not?
	CTVR courses, and AMPD courses in general, are not adequately represented in the Honors Program course offerings of the college, and students are not able to satisfy required Arts GE coursework with Honors options. Review of Honors students' transcripts over the past year showed that CTVR 3 was one of the most common GE Arts courses, and the addition of an Honors version of this course will support the needs of students.
6.	Course Requisites: List all requisites*: Prerequisite: none Co-requisite: none Limitation on enrollment: none Recommended Prep: none *Please attach justification for the recommended requisites. Refer to the Chancellor's Guidelines for Title 5 §55003
7.	Will this be a standalone course?  ☐ Yes Course will NOT be included in a degree or certificate program.  ☑ No Course WILL be included in a degree and/or certificate program.  Which ones: General Studies — Arts & Humanities A.A. degree, Cinema-Television-Radio Certificate of Achievement, Cinema-Television-Radio A.S. degree, Cinema-Television-Radio Career Skills Certificate of Achievement, CSU General Education Certificate of Achievement, IGETC Certificate of Achievement, Journalism AA-T, Film, Television, and Electronic Media AS-T, Theatre Arts Entertainment and Theatre Technology Certificate of Achievement  *Paperwork for the program (new or revised) must be submitted at the same time as the new course is being developed
8.	Proposed Grading System:  ☐ Letter Grade only ☐ Pass/No Pass only ☐ Non-credit  ☐ Proposed Grading System: ☐ Option of a standard letter grade or Pass/No Pass ☐ Pass/Satisfactory Progress/No Pass (P/SP/NP)
9.	Will course be Repeatable? ☑ No ☐ Yes  Additional skills that will be acquired by repeating this course must be included in the course outline.  If yes, how many times? ☐ 1 ☐ 2 ☐ 3 ☐ Unlimited (Non-credit only)  Reason for Repeating:* ☐ Intercollegiate Athletics ☐ Intercollegiate Competition ☐ Occupational Work Experience/General Work Experience ☐ Additional enrollment required by Transfer Institution (CSU & UC only) to meet lower division requirements for a baccalaureate degree.  *Provide documentation
10.	Will this course be part of an approved family?  ☐ Yes If yes, identify family: ☐ No

11. What resources w equipment, faciliti		ea in oraer	to offer this	s class at Sa	aaleback?	e.g. starr, rac	cuity, suppli	es/
Faculty member t		e course, re	gular classi	room settin	g			
12. If degree-applicable	nloaco cor	malata tha f	following inf	ormation or	a articulatio	n rocommon	dations Blo	aco contact
the Articulation Offi	•	•	l N/A	Offilation of	i ai ticuiatio	iii recommen	uations. Fie	ase contact
the 7th decidation of the	001 101 03313	, tarree						
12A. Transfer: W	ould you re	commend t	hat this cou	rse transfer	to:			
CSU		⊠ Yes □	] No	UC	⊠ Yes □	□No		
Private		☑ Yes □	] No					
Will the cou	•					l Yes □	No	
Please attac	ch documen	tation. If so	, complete t	the followin	g:			
History of Film	VIS 84	Clic	dz	UCSD			Visual Arts	
HISTORY OF FILLI	VI3 04	at	,K	UCSD	R	equired for	VISUAI AI LS	
Course Title	Course No.	CSU	Campus	UC Cam		_	Program o	r Major
Click	Click	— at Clic	:k	Click	R	equired for -	Click	
Course Title	Course No.	CSU	Campus	UC Can	npus	icquii cu ioi	Program o	r Major
Click Course Title	Click Course No.	— at <u>Clic</u>	Campus	Click UC Cam	R	equired for	Click Program o	r Major
Course ritle	Course No.	C30	Campus	UC Call	ipus		Programo	i iviajoi
12D Concret Edu	+: \\/	مممد بنمين امار			antinfi a Cl		4 : £ 4l	a fallaiaa
12B. General Educ		•			•	•	t in any of tr	ie rollowing
GE patterns? Pleas	e consuit wi	itii tiie Artic	ulation Offic	ter before c	ompleting t	ms section.		
	Natural	Social	Humanities	Lifelong	Communi-	Math/	American	Cultural
	Science	Science	/Art	Learning	cations	Quantitative	Institutions	Diversity
AA/AS/GE Degree			$\boxtimes$					
CSU G.E.			$\boxtimes$					
UC Transfer/GE			$\boxtimes$					

IGETC

 $\boxtimes$ 

NEW COURSE PROPOSAL						
Date: Sept. 16, 2023	Prepared & Submitted by:	Ken Lee				
Department: HORT & LANDSCAPE DESIGN	Course Prefix & Number 600:	HORT 620H (20H)				

	blue ink) signatures from your De  submitting to the Curr		Dean prior to
9/16/2023	Ken Lee Print Name	Signature, Faculty Requ	uestor
9/16/2023	Ken Lee Print Name	Signature, Department	Chair
Click to enter date	Deidre Cavazzi Print Name		
Click to enter date	Art Nitta Print Name	Signature, Dean	
ΓΟΡ Code: 010900	Non-Credit Category: Click her	e to enter text. Occupation	nal Code (SAM): D
Catalog Description amental horticulture development, pest ragement, and landscervations may be req	m of offering:	ment through lab tasks, includ pagation, pruning, diseases, pla d. Includes extensive hands-on course. The Honors version inc	anting methods, greenho lab tasks. Field trips and cludes a research compo
Is this course being C-ID Code: AG-PS 10	aligned to a C-ID descriptor? 04 ulation Officer for assistance with C-		□ N/A
If yes, see the Artico			

5.	Justification of recommendation for new course: How was the need for this course identified? How will this course meet student needs in ways that currently approved courses (including those from other departments) do not?
	The Honors Program at Saddleback College currently does not offer a diverse enough range of courses to satisfy the IGETC and major prep needs for many students; additionally, the school of STEM is underrepresented in Honors courses, as are CE-pathway programs.
6.	Course Requisites: List all requisites*: Prerequisite: Click here to enter text. Co-requisite: Click here to enter text. Limitation on enrollment: Click here to enter text. Recommended Prep: Click here to enter text. *Please attach justification for the recommended requisites. Refer to the Chancellor's Guidelines for Title 5 §55003
7.	Will this be a standalone course?  ☐ Yes Course will <b>NOT</b> be included in a degree or certificate program.  ☐ No Course <b>WILL</b> be included in a degree and/or certificate program. Which ones: Current programs that include HORT 20 are: Agriculture Plant Science AS-T, CSU GE Certificate of Achievement, Early Childhood Master Teacher Certificate of Achievement, Early Childhood Teacher Certificate of Achievement, General Horticulture OSA, General Studies-Natural Sciences A.A. degree, IGETC Certificate of Achievement, Infant Toddler Teacher Certificate of Achievement, Site Supervisor Certificate of Achievement, and Sustainable Horticulture Certificate and A.S. degree
	*Paperwork for the program (new or revised) must be submitted at the same time as the new course is being developed
8.	Proposed Grading System:  ☐ Letter Grade Only ☐ Pass/No Pass only ☐ Non-credit  ☐ Coption of a standard letter grade or Pass/No Pass ☐ Pass/Satisfactory Progress/No Pass (P/SP/NP) ☐ Non-credit
9.	Will course be Repeatable?  \( \text{No} \)  \( \text{Tyes} \)  Additional skills that will be acquired by repeating this course must be included in the course outline. If yes, how many times?  \( \text{D} 1 \)  \( \text{D} 2 \)  \( \text{D} 3 \)  \( \text{Unlimited (Non-credit only)} \)  Reason for Repeating:*  \( \text{Intercollegiate Athletics} \)  \( \text{Intercollegiate Competition} \)  \( \text{Occupational Work Experience/General Work Experience} \)  \( \text{D} \)  \( \text{Conly} \)  \( \text{to meet lower division requirements for a baccalaureate degree.} \)  **Provide documentation
10	. Will this course be part of an approved family?  ☐ Yes If yes, identify family: Click here to enter text.  ☒ No

11. What resources we equipment, facilit Additional Full-tin	ies.				Saddleback	c? e.g. staff,	faculty, sup	oplies/
12. If degree-applicable the Articulation Offi		•	following inf	formation o	n articulatio	on recommen	idations. Ple	ease contact
12A. Transfer: W	ould you re	commend t	hat this cou	ırse transfer	to:			
CSU		⊠ Yes □	l No	UC	⊠ Yes □	] No		
Private		☑ Yes □	l No					
Will the cou Please attac Plant Sci. 1	ch documen	tation. If so		the followin	g:	Yes $\square$	No Plant Science	ce
Course Title								
Horticulture Sci.	Bio Sci 9	E at Clic	k	UC Irvine	R	equired for –	Horticulture	e Science
Course Title Click					npus		Program o	r Major
Course Title	Course No.	at Clic	Campus	Click UC Cam	npus R	equired for -	Program o	r Major
12B. General Edu GE patterns? Pleas	e consult wi	Social	ulation Office	cer before co	e satisfy a G	E requirement his section.		the following
AA/AC/CE Doores	Science	Science	/Art	Learning	cations	Quantitative	Institutions	Diversity
AA/AS/GE Degree CSU G.E.	$\boxtimes$							
UC Transfer/GE								

IGETC

NEV	W COURSE PROPOSAL	
Date: 9/18/23	Prepared & Submitted by:	Lindsay Steinriede
Department: Kinesiology	Course Prefix & Number 600:	KNES 604 (4)

Obtain original	(blue ink) signatures from your Depa submitting to the Currie	ortment Chair and Division Dean prior rulum Office.	to
9/18/2023	Lindsay Steinriede Print Name	<u>Lindsay Steinried</u> Signature, Facolity Requestor	le
9/18/2023	Lindsay Steinriede Print Name	Lindsay Steinrisd Signature, Department Chair	le
Click to enter date	Click here to enter text Print Name	Signature, Other related discipune Chair (if rele	vant)
9/19/2023	Dan Clauss Print Name	Signature, Dean	
Course Title (60 Char hese symbols: ? < > Beginning Weight Lif	"\/*: )	hort Title: Beginning Weight Lifting	
Jnits: 2.0	Lec hrs: 1.0	Lab hrs: 3.0	
Credit Status: 🗵 C	redit – Degree Applicable 🔲 Credit	– Non-degree Applicable 🛮 🗆 Non-Cred	lit
TOP Code: 0835.00	Non-Credit Category: N/A	Occupational Code (SA	\М): E
rease body fat. Stud	: Is used in weightlifting. Free weights ents will also be introduced to founc gram on resistance exercise equipme	ring Year 2025  and machines will be used to develop ational core and balancing exercises.  nt. Students are limited to a combined	
C-ID Code: Click her	aligned to a C-ID descriptor? re to enter text. ulation Officer for assistance with C-IE	☐ Yes	A
Will course be cross If yes, which depart	s-listed? ☐ Yes ☒ No ment is responsible for scheduling, up	dating, and assessing the course?	
Reason for cross-lis	ting: Click here to enter text.		

5.	course meet student needs in ways that currently approved courses (including those from other departments) do not?
	Many students expressed they would like a longer duration weight-lifting course to allow them more time for their workouts in our facilities. Instructors of these course agree that students could achieve greater success with additional time allotted for weightlifting courses, especially for those interested in sport-specific training and conditioning.
6.	Course Requisites: List all requisites*: Prerequisite: N/A Co-requisite: N/A Limitation on enrollment: N/A Recommended Prep: N/A *Please attach justification for the recommended requisites. Refer to the Chancellor's Guidelines for Title 5 §55003
7.	Will this be a standalone course?
	<ul> <li>☐ Yes Course will NOT be included in a degree or certificate program.</li> <li>☐ No Course WILL be included in a degree and/or certificate program.</li> <li>Which ones: Kinesiology AA</li> <li>*Paperwork for the program (new or revised) must be submitted at the same time as the new course is being developed.</li> </ul>
8.	Proposed Grading System:  ☐ Letter Grade Only ☐ Pass/No Pass only ☐ Pass/Satisfactory Progress/No Pass (P/SP/NP) ☐ Non-credit
9.	Will course be Repeatable? ☑ No ☐ Yes  Additional skills that will be acquired by repeating this course must be included in the course outline.  If yes, how many times? ☐ 1 ☐ 2 ☐ 3 ☐ Unlimited (Non-credit only)  Reason for Repeating:* ☐ Intercollegiate Athletics ☐ Intercollegiate Competition ☐ Occupational Work Experience/General Work Experience ☐ Additional enrollment required by Transfer Institution (CSU & UC only) to meet lower division requirements for a baccalaureate degree.  *Provide documentation
10.	Will this course be part of an approved family?  ☑ Yes If yes, identify family: Weight Lifting □ No

	ment, facilitie w resources a		d.						
_	ee-applicable, piculation Office			the following □ N/A	information (	on articulati	on recommer	ndations. Ple	ease contact
12A.	Transfer: Woo CSU Private		comme Yes Yes	end that this o	ourse transfe UC	er to: ⊠ Yes 「	□No		
	Will the course Please attach	•	-	•			I Yes □	l No	
Physical Educati	on Activity: Weight litioning	KNES 151A	at	CSULB			Required for		
Course Title Click Course Title		Course No. Click Course No.	_ _ at	CSU Campus Click CSU Campus	Click UC Ca	ampus F	Required for -	Program o Click Program o	r Major
Click Course Title		Click Course No.	– at	Click CSU Campus	Click UC Ca	ampus F	Required for	Click Program o	r Major
	General Educa tterns? Please o							nt in any of t	he following
		Natural Science	Socia		es Lifelong Learning	Communi- cations	Math/ Quantitative	American Institutions	Cultural Diversity
AA/AS/GE	Degree								
CSU G.E.	J								
UC Transfe	er/GF								
IGETC	,								
10210		П	Ш	<u> </u>	<u> </u>			_ ⊔	u

11. What resources will be needed in order to offer this class at Saddleback? e.g. staff, faculty, supplies/

NEV	W COURSE PROPOSAL	
Date: 9/18/23	Prepared & Submitted by:	Lindsay Steinriede
Department: Kinesiology	Course Prefix & Number 600:	KNES 605 (5)

Obtain origina	al (blue ink) signatures from your Depa submitting to the Currid	ortment Chair and Division Dean prior to ulum Office.
9/18/2023	Lindsay Steinriede Print Name	Lindsay Stainrisds Signature, Faculty Requestor
9/18/2023	Lindsay Steinriede Print Name	Lindsay Stainriada Signature, Faculty Requestor  Lindsay Stainriada Signature, Department Chair
Click to enter date	Click here to enter text Print Name	Signature, Oyner related disgipline Chair (if relevant)
9/19/2023	Dan Clauss Print Name	Signature, Dean
Course Title (60 Ch these symbols: ? < Intermediate Weig	>"\/*: )	nort Title: Intermediate Weight Lifting
Units: 2.0	Lec hrs: 1.0	Lab hrs: 3.0
Credit Status:	Credit − Degree Applicable □ Credit	- Non-degree Applicable □ Non-Credit
TOP Code: 0835.00	Non-Credit Category: N/A	Occupational Code (SAM): E
ndurance for sports eightlifting techniqu	on: d theories of weightlifting for students activities or competition. Students will ues. Emphasis on resistance machines, f	ring Year 2025 interested in increased muscle strength and/or progress in core strength and joint stability to aid ree weights, and additional equipment such as sed to a combined total of four enrollments in KNE
C-ID Code: Click h	ng aligned to a C-ID descriptor? nere to enter text. ciculation Officer for assistance with C-ID	☐ Yes   ☐ N/A descriptors.
	oss-listed?	dating, and assessing the course?

5.	Justification of recommendation for new course: How was the need for this course identified? How will this course meet student needs in ways that currently approved courses (including those from other departments) do not?
	Many students expressed they would like a longer duration weight-lifting course to allow them more time for their workouts in our facilities. Instructors of these course agree that students could achieve greater success with additional time allotted for weightlifting courses, especially for those interested in sport-specific training and conditioning.
6.	Course Requisites: List all requisites*: Prerequisite: N/A Co-requisite: N/A Limitation on enrollment: N/A Recommended Prep: KNES 4 *Please attach justification for the recommended requisites. Refer to the Chancellor's Guidelines for Title 5 §55003
7.	Will this be a standalone course?  ☐ Yes Course will <b>NOT</b> be included in a degree or certificate program.  ☐ No Course <b>WILL</b> be included in a degree and/or certificate program.  Which ones: Kinesiology AA  *Paperwork for the program (new or revised) must be submitted at the same time as the new course is being developed.
8.	Proposed Grading System:  ☐ Letter Grade Only ☐ Pass/No Pass only ☐ Pass/Satisfactory Progress/No Pass (P/SP/NP) ☐ Non-credit
9.	Will course be Repeatable? ☑ No ☐ Yes  Additional skills that will be acquired by repeating this course must be included in the course outline.  If yes, how many times? ☐ 1 ☐ 2 ☐ 3 ☐ Unlimited (Non-credit only)  Reason for Repeating:* ☐ Intercollegiate Athletics ☐ Intercollegiate Competition ☐ Occupational Work Experience/General Work Experience ☐ Additional enrollment required by Transfer Institution (CSU & UC only) to meet lower division requirements for a baccalaureate degree.  *Provide documentation
10.	Will this course be part of an approved family?  ☑ Yes If yes, identify family: Weight Lifting  ☐ No

NO NE	ew resources	s are neede	ea.						
_	ee-applicable			following inf	ormation o	n articulatic	on recommen	dations. Ple	ase conta
12A.	Transfer: W CSU Private		⊠ Yes □	that this cou ] No ] No	rse transfer UC	rto: ⊠ Yes □	] No		
		•		uirement at ( o, complete t			<b> </b>	No	
Click Course Title		Course No.	at	Campus	UC Can	npus R	equired for -	Click Program or	<sup>-</sup> Major
Click		Course No.	at at	Campus	UC Can Click	npus R	equired for - equired for -	Click Program or Click	· Major
Course Title	3	Course No. Click Course No. Click Course No.	at csu	Campus Ck Campus Ck	UC Can Click UC Can Click UC Can	npus R npus R npus R	equired for - equired for - equired for -	Click  Program or Click  Program or Click  Program or	· Major · Major
Course Title Click Course Title Click Course Title 12B.	3	Click Course No. Click Course No. cation: Wou	$\begin{array}{c} - & \text{at} & \frac{\text{Clid}}{\text{csu}} \\ - & \text{at} & \frac{\text{Clid}}{\text{csu}} \end{array}$	ck I Campus ck I Campus Ommend tha	Click UC Can Click UC Can	R npus R npus R	equired for - equired for - E requiremei	Program or Click Program or	Major Major
Course Title Click Course Title Click Course Title 12B.	General Edu	Click Course No. Click Course No. cation: Wou e consult wi	at Cliver CSU at	ck Campus Ck Campus Campus Commend tha Culation Office Humanities	Click UC Can Click UC Can t this course cer before c	npus R npus R e satisfy a G ompleting t Communi-	equired for - equired for - E requirement his section.  Math/	Click Program or Click Program or nt in any of t  American	Major Major he follow Cultural
Course Title Click Course Title Click Course Title 12B. GE pa	General Edu tterns? Pleas	Click Course No. Click Course No. cation: Wou e consult wi Natural Science	at Cliver CSU at	ck Campus Campus Campus Commend tha Culation Offic Humanities /Art	Click UC Can Click UC Can t this course cer before c Lifelong Learning	e satisfy a G ompleting t  Communications	equired for - equired for - E requirement his section.  Math/ Quantitative	Program or Click Program or nt in any of t  American Institutions	Major Major he follow Cultural Diversity
Course Title Click Course Title Click Course Title 12B. GE pa	General Edu tterns? Pleas	Click Course No. Click Course No. cation: Wou e consult wi Natural Science	at Clicon  at Clicon  csu  did you recon  th the Articon  Social  Science	ck Campus Ck Campus Campus Commend tha Culation Offic Humanities /Art	Click UC Can Click UC Can t this course cer before c Lifelong Learning	e satisfy a Gompleting t	equired for - equired for - E requirement his section.  Math/ Quantitative	Program or Click Program or nt in any of t  American Institutions	Major Major he follow Cultural Diversity
Course Title Click Course Title Click Course Title 12B.	General Edu tterns? Pleas Degree	Click Course No. Click Course No. cation: Wou e consult wi Natural Science	at Cliver CSU at	ck Campus Campus Campus Commend tha Culation Offic Humanities /Art	Click UC Can Click UC Can t this course cer before c Lifelong Learning	e satisfy a G ompleting t  Communications	equired for - equired for - E requirement his section.  Math/ Quantitative	Program or Click Program or nt in any of t  American Institutions	Major Major he follow Cultural Diversity

11. What resources will be needed in order to offer this class at Saddleback? e.g. staff, faculty, supplies/

NEV	W COURSE PROPOSAL	
Date: 9/18/23	Prepared & Submitted by:	Lindsay Steinriede
Department: Kinesiology	Course Prefix & Number 600:	KNES 606 (6)

Obtain origina	I (blue ink) signatures from your Dep submitting to the Curri		and Division	Dean prior to
9/18/2023	Lindsay Steinriede Print Name	Signat	indsay S ure, Faculy Requ	Steinriede Steinriede
9/18/2023	Lindsay Steinriede Print Name	Signat	indsay Sure, Department	Steinrisde Chair
Click to enter date	Click here to enter text Print Name	Signat		e Chair (if relevant)
9/19/2023	Dan Clauss Print Name		ure, Dean	
		- Non-degree		
these symbols: ? < : Advanced Weight L Units: 2.0			Lab hrs: 3.0	0
Credit Status: 🛛	Credit – Degree Applicable ☐ Credit	– Non-degree	Applicable [	☐ Non-Credit
TOP Code: 0835.00	Non-Credit Category: N/A		Occupation	nal Code (SAM): E
ng and functional t		pells, and use o	of additional e	quipment. Students
C-ID Code: Click h	g aligned to a C-ID descriptor? ere to enter text. culation Officer for assistance with C-II	☐ Yes O descriptors.	⊠ No	□ N/A
Will course be cro	ss-listed? ☐ Yes ☒ No rtment is responsible for scheduling, u			2

5.	Justification of recommendation for new course: How was the need for this course identified? How will this course meet student needs in ways that currently approved courses (including those from other departments) do not?
	Many students expressed they would like a longer duration weight-lifting course to allow them more time for their workouts in our facilities. Instructors of these course agree that students could achieve greater success with additional time allotted for weightlifting courses, especially for those interested in sport-specific training and conditioning.
6.	Course Requisites: List all requisites*: Prerequisite: N/A Co-requisite: N/A Limitation on enrollment: N/A Recommended Prep: KNES 5 *Please attach justification for the recommended requisites. Refer to the Chancellor's Guidelines for Title 5 §55003
7.	Will this be a standalone course?  ☐ Yes Course will <b>NOT</b> be included in a degree or certificate program.  ☐ No Course <b>WILL</b> be included in a degree and/or certificate program.  Which ones: Kinesiology AA  *Paperwork for the program (new or revised) must be submitted at the same time as the new course is being developed.
8.	Proposed Grading System:  ☐ Letter Grade Only ☐ Pass/No Pass only ☐ Pass/Satisfactory Progress/No Pass (P/SP/NP) ☐ Non-credit
9.	Will course be Repeatable? ☑ No ☐ Yes  Additional skills that will be acquired by repeating this course must be included in the course outline.  If yes, how many times? ☐ 1 ☐ 2 ☐ 3 ☐ Unlimited (Non-credit only)  Reason for Repeating:* ☐ Intercollegiate Athletics ☐ Intercollegiate Competition ☐ Occupational Work Experience/General Work Experience ☐ Additional enrollment required by Transfer Institution (CSU & UC only) to meet lower division requirements for a baccalaureate degree.  *Provide documentation
10	Will this course be part of an approved family?  ☑ Yes If yes, identify family: Weight Lifting □ No

_	ee-applicable			following inf	ormation o	n articulatio	n recommen	dations. Ple	ease contac
12A.	Transfer: W CSU Private		☑ Yes □	that this cou ] No ] No	rse transfer UC	rto: ⊠ Yes □	] No		
				uirement at ( o, complete t			N	No	
Click Course Title		Course No.	— at —	Campus	UC Can	npus Re	equired for  -	Program o	r Major
Course Title				-					
Course Title Click Course Title		Click Course No.	— at <u>Cli</u>	Ck Campus	Click UC Can	npus R	equired for –	Click Program or	r Major
Course Title	:	Click Course No.	— at <u>Cli</u>	-		npus R		Click Program or	r Major
Course Title Click Course Title Click Course Title	:	Click Course No. Click Course No. cation: Wou	at Clicsum at Clicsum at Clicsum at Clicsum	ck O Campus Ck O Campus O Campus	Click UC Can Click UC Can t this course	npus R npus R e satisfy a G	equired for - equired for - E requiremei	Program or Click  Program or	r Major r Major
Course Title Click Course Title Click Course Title	General Edu	Click Course No. Click Course No. cation: Wou e consult wi	at Cli csu at Cli csu ald you rece th the Artic	ck Campus Ck Campus Campus Commend tha Culation Office Humanities	Click UC Can Click UC Can t this course cer before c	npus R npus R e satisfy a G ompleting t Communi-	equired for - equired for - E requirement his section.	Program or Click  Program or Program or The In any of the American	r Major r Major he followii Cultural
Course Title Click Course Title Click Course Title T2B. GE pa	General Edu tterns? Pleas	Click Course No. Click Course No. cation: Wou e consult wi Natural Science	at Clicsumble at Clicsumble at Clicsumble at Csumble at Csumble at Csumble at Csumble at Cscience at Cscience	ck Campus Campus Campus Commend tha Culation Office Humanities /Art	Click UC Can Click UC Can t this course cer before course Lifelong Learning	npus R npus R e satisfy a G ompleting t Communications	equired for - equired for - E requirement his section.  Math/ Quantitative	Program or Click Program or The In any of the American Institutions	r Major r Major he followi Cultural Diversity
Course Title Click Course Title Click Course Title	General Edu tterns? Pleas	Click Course No. Click Course No. cation: Wou e consult wi Natural Science	at Clicsu at Clicsu at Clicsu ald you reco th the Artic Social Science	ck Campus Campus Campus Commend tha Culation Office Humanities /Art	Click UC Can Click UC Can t this course cer before co Lifelong Learning	e satisfy a G ompleting t  Communications	equired for - equired for - E requirement his section.  Math/ Quantitative	Program or Click Program or The in any of t  American Institutions	r Major r Major he followi  Cultural Diversity
Course Title Click Course Title Click Course Title 12B. GE pa	General Edu tterns? Pleas Degree	Click Course No. Click Course No. cation: Wou e consult wi Natural Science	at Clicsumble at Clicsumble at Clicsumble at Csumble at Csumble at Csumble at Csumble at Cscience at Cscience	ck Campus Campus Campus Commend tha Culation Office Humanities /Art	Click UC Can Click UC Can t this course cer before course Lifelong Learning	npus R npus R e satisfy a G ompleting t Communications	equired for - equired for - E requirement his section.  Math/ Quantitative	Program or Click Program or The In any of the American Institutions	r Major r Major he followi Cultural Diversity

11. What resources will be needed in order to offer this class at Saddleback? e.g. staff, faculty, supplies/

NEV	N COURSE PROPOSAL	
Date: 9/20/23	Prepared & Submitted by:	Lindsay Steinriede
Department: Kinesiology	Course Prefix & Number 600:	KNES 611 (11)

Obtain original (	blue ink) signatures from your Dep submitting to the Curr		Dean prior to
9/20/2023	Lindsay Steinriede		tainsia da
9/20/2023	Print Name	Lindsay_St Signature, Faculty Req	uestor
9/20/2023	Lindsay Steinriede	Lindsay St	einriede
	Print Name	Signature, Departmen	t Chair
Click to enter date	Click here to enter text.		
	Print Name	Signature, Other related disciplin	e Chair (if relevant)
2/24/2022	Days Clauses		
9/21/2023	Dan Clauss Print Name	Signature, Dean	
Course Title (CO Class	and all the second seco	Chart Title, Designing Flore For	a + b = 11
course Title (60 Char :hese symbols: ? < > '		Short Title: Beginning Flag Fo	отран
Beginning Flag Footb	all		
Jnits: 1	Lec hrs: 0.5	Lab hrs: 1	.5
Credit Status: 🗵 Cr	edit – Degree Applicable 🔻 🗆 Credi	t – Non-degree Applicable	□ Non-Credit
TOP Code: 0835.00	Non-Credit Category: N/A	Occupatio	nal Code (SAM): E
		Year 2025 ledge associated with flag foc	tball. Students will learn
C-ID Code: Click her If yes, see the Articu	llation Officer for assistance with C-I	☐ Yes	□ N/A
Will course be cross If yes, which depart	-listed? □ Yes ☒ No ment is responsible for scheduling, ι	updating, and assessing the co	ourse?
Reason for cross-list	ing: Click here to enter text.		

5.	Justification of recommendation for new course: How was the need for this course identified? How will this course meet student needs in ways that currently approved courses (including those from other departments) do not?
	Flag football is becoming a popular sport at the college-level and we have a beautiful new football stadium to offer such a course to our students.
6.	Course Requisites: List all requisites*: Prerequisite: N/A Co-requisite: N/A Limitation on enrollment: N/A Recommended Prep: N/A *Please attach justification for the recommended requisites. Refer to the Chancellor's Guidelines for Title 5 §55003
7.	Will this be a standalone course?  ☐ Yes Course will <b>NOT</b> be included in a degree or certificate program.  ☐ No Course <b>WILL</b> be included in a degree and/or certificate program.  Which ones: Kinesiology AA Degree  *Paperwork for the program (new or revised) must be submitted at the same time as the new course is being developed.
8.	Proposed Grading System:  ☐ Letter Grade Only ☐ Pass/No Pass only ☐ Non-credit  ☐ Voption of a standard letter grade or Pass/No Pass ☐ Pass/Satisfactory Progress/No Pass (P/SP/NP) ☐ Non-credit
9.	Will course be Repeatable?  No  Yes  Additional skills that will be acquired by repeating this course must be included in the course outline.  If yes, how many times?
10	. Will this course be part of an approved family?  ☑ Yes If yes, identify family: New Football family needs to be created  ☐ No

11. What resources we equipment, facilit Flag football belts	ies.				iis class at S	Saddleback	? e.g. staff,	faculty, sup	oplies/
12. If degree-applicable the Articulation Offi		•		ollowing inf N/A	ormation o	n articulatio	n recommen	idations. Ple	ease contact
12A. Transfer: W	ould you re	comm	end th	nat this cou	rse transfer	to:			
CSU	•	☑ Yes		No	UC	⊠ Yes □	] No		
Private		] Yes		No					
PA: Flag Football	KINE165 A	5 at	CSLU	JB	Click	Re	equired for	Kinesiology	
Course Title	Course No.			ampus	UC Cam	-	=	Program o	r Major
Click	Click	— at	Click		Click	R	equired for -	Click	
Course Title	Course No.		CSU C	ampus	UC Cam	ipus		riogramo	
Click	Click	<del>               at</del>	Click	ampus	Click	R	equired for -	Click	
Course Title  12B. General Edu  GE patterns? Pleas		ıld you	recor Articu	nmend tha		e satisfy a G	E requiremer		
	Science	Scien	ice	/Art	Learning	cations	Quantitative	Institutions	Diversity
AA/AS/GE Degree									

CSU G.E.

IGETC

UC Transfer/GE

NEW COURSE PROPOSAL						
Date: 9/20/23	Prepared & Submitted by:	Lindsay Steinriede				
Department: Kinesiology	Course Prefix & Number 600:	KNES 612 (12)				

Obtain original (	blue ink) signatures from your Dep submitting to the Curri		and Division I	Dean prior to
9/20/2023	Lindsay Steinriede Print Name		dsay Sta ure, Faculty Requi	inrisde
0/20/2023	Lindsay Steinriede Print Name	Line Signatu	dsay Sta ire, Department (	inriede
Click to enter date	Click here to enter text Print Name	Sign <b>⁄at</b> u		Chair (if relevant)
9/21/2023	Dan Clauss Print Name	Signatu	ıre, Dean	
these symbols: ? < > ' Intermediate Flag Fo Units: 1	otball Lec hrs: 0.5		Lab hrs: 1.5	
Credit Status: 🗵 Cr	redit – Degree Applicable	– Non-degree A		Non-Credit
skills and applying in		game. Students	s will also be ta	
C-ID Code: Click her	aligned to a C-ID descriptor? e to enter text. Ilation Officer for assistance with C-II	☐ Yes O descriptors.	⊠ No	□ N/A
Will course be cross If yes, which depart	-listed? ☐ Yes ☒ No ment is responsible for scheduling, u	pdating, and as	sessing the cou	ırse?
Posson for cross list	ting: Click here to enter text			

Reason for cross-listing: Click here to enter text.

5.	Justification of recommendation for new course: How was the need for this course identified? How will this course meet student needs in ways that currently approved courses (including those from other departments) do not?
	Flag football is becoming a popular sport at the college-level and we have a beautiful new football stadium to offer such a course to our students.
6.	Course Requisites: List all requisites*: Prerequisite: N/A Co-requisite: N/A Limitation on enrollment: N/A Recommended Prep: KNES 611 (11) - Beginning Flag Football *Please attach justification for the recommended requisites. Refer to the Chancellor's Guidelines for Title 5 §55003
7.	Will this be a standalone course?
	<ul> <li>☐ Yes Course will NOT be included in a degree or certificate program.</li> <li>☑ No Course WILL be included in a degree and/or certificate program.</li> <li>Which ones: Kinesiology AA Degree</li> <li>*Paperwork for the program (new or revised) must be submitted at the same time as the new course is being developed</li> </ul>
8.	Proposed Grading System:  ☐ Letter Grade Only ☐ Pass/No Pass only ☐ Non-credit  ☐ Voption of a standard letter grade or Pass/No Pass ☐ Pass/Satisfactory Progress/No Pass (P/SP/NP) ☐ Non-credit
9.	Will course be Repeatable?  No  Yes  Additional skills that will be acquired by repeating this course must be included in the course outline.  If yes, how many times?
10	. Will this course be part of an approved family?  ☑ Yes If yes, identify family: New Football family needs to created  □ No

equipment, fa	<ol> <li>What resources will be needed in order to offer this class at Saddleback? e.g. staff, faculty, supplies/ equipment, facilities.</li> <li>Flag football belts with flags. Jerseys/pennies.</li> </ol>								
12. If degree-application the Articulation		•		ollowing inf N/A	formation o	n articulatio	n recommen	dations. Ple	ease contact
12A. Transfer	: Would you re	comme	end tl	hat this cou	rse transfer	to:			
CSU		☑ Yes		No	UC	⊠ Yes □	] No		
Private		] Yes		No					
Please at PA: Flag Football  Course Title Click Course Title Click Course Title	KINE165 A Course No Click Course No Click Course No	at at	CSU C	UB Campus	Click  Click  Click  UC Can  UC Can  Click  UC Can	Rinpus Ri	equired for _ equired for - equired for -		r Major
	12B. General Education: Would you recommend that this course satisfy a GE requirement in any of the following GE patterns? Please consult with the Articulation Officer before completing this section.								
	Natural Science	Socia Scien	1	Humanities /Art	Lifelong Learning	Communi- cations	Math/ Quantitative	American Institutions	Cultural Diversity
AA/AS/GE Degree									
CSU G.E.									
UC Transfer/GE									
IGETC									

NEW COURSE PROPOSAL					
Date: 9/20/23	Prepared & Submitted by:	Lindsay Steinriede			
Department: Kinesiology	Course Prefix & Number 600:	KNES 613 (13)			

Object of the Late	blue into signature of the control		and Dirich of	Danie mila i ti	
Obtain original (	blue ink) signatures from your Dep submitting to the Curri		and Division I	Dean prior to	
	submitting to the Curri		, –		
9/20/2023	Lindsay Steinriede	Lin	udsay St ure, Faculty Requi	einriede	
	Print Name				
9/20/2023	Lindsay Steinriede		dsay Ste		
	Print Name	Signatu	ure, D <b>ø</b> partment (	Chair	
Click to enter date	Click here to enter text.				
	Print Name	Signatı			
		Other I	related discipline	Chair (if relevant)	
9/21/2023	Dan Clauss		m ( —		
	Print Name	Signatu	ire, bean		
Course Title (60 Chara	acter max and do not use any of	Short Title: Adva	anced Flag Foo	thall	
these symbols: ? < > "		Short Title. Advi	anced Hag 100	tbaii	
Advanced Flag Footb	all				
Units: 1	Lec hrs: 0.5		Lab hrs: 1.5	i	
Credit Status: 🛛 Cr	edit – Degree Applicable 🔲 Credit	– Non-degree	Applicable $\Box$	Non-Credit	
TOP Code: 0835.00	Non-Credit Category: N/A		Occupation	al Code (SAM): E	
Catalog Description: Introduces students advanced-level of sk	m of offering:   Fall  Spring  to advanced techniques and concep  kill competency and applying advance  ng modalities for optimal skill progres	ed-level strateg	ies during a gar	me. Students will ex	_
C-ID Code: Click here If yes, see the Articu	llation Officer for assistance with C-II	□ Yes D descriptors.	⊠ No	□ N/A	
Will course be cross If yes, which departi	-listed? □ Yes ⊠ No ment is responsible for scheduling, u	pdating, and as	sessing the cou	ırse?	
Reason for cross-list	ing: Click here to enter text.				

8/2021

5.	Justification of recommendation for new course: How was the need for this course identified? How will this course meet student needs in ways that currently approved courses (including those from other departments) do not?
	Flag football is becoming a popular sport at the college-level and we have a beautiful new football stadium to offer such a course to our students.
6.	Course Requisites: List all requisites*: Prerequisite: N/A Co-requisite: N/A Limitation on enrollment: N/A Recommended Prep: KNES 612 (12) - Intermediate Flag Football
	*Please attach justification for the recommended requisites. Refer to the <u>Chancellor's Guidelines for Title 5</u> §55003
7.	Will this be a standalone course?
	<ul> <li>☐ Yes Course will NOT be included in a degree or certificate program.</li> <li>☐ No Course WILL be included in a degree and/or certificate program.</li> <li>Which ones: Kinesiology AA Degree</li> <li>*Paperwork for the program (new or revised) must be submitted at the same time as the new course is being developed.</li> </ul>
8.	Proposed Grading System:  ☐ Letter Grade Only ☐ Pass/No Pass only ☐ Non-credit  ☐ Proposed Grading System: ☐ Option of a standard letter grade or Pass/No Pass ☐ Pass/Satisfactory Progress/No Pass (P/SP/NP)
9.	Will course be Repeatable?  No  Yes  Additional skills that will be acquired by repeating this course must be included in the course outline.  If yes, how many times?
10	. Will this course be part of an approved family?  ☑ Yes If yes, identify family: New Football family needs to be created  □ No

equipr	resources wil ment, facilitie ootball belts v	s.				is class at S	Saddlebac	k? e.g. staff,	faculty, sup	oplies/
	ee-applicable, culation Office				following inf l N/A	ormation o	n articulati	on recommer	idations. Ple	ease contact
	Transfer: Wo CSU Private	$\boxtimes$	comme Yes Yes		hat this cou l No l No	rse transfer UC	to: ⊠ Yes	□ No		
	Will the cours Please attach	•	-					]Yes □	l No	
PA: Flag F	ootball	KINE165 A	_ at	CSL	Campus	Click UC Cam		Required for _	Kinesiology  Program o	
Click Course Title		Click Course No.	– at	Clic	Campus	Click UC Carr	npus	Required for -	Click Program o	r Major
Click Course Title		Click Course No.	<del>-</del> at	CSU	Campus	UC Cam	npus	Required for -	Click Program o	r Major
	General Educa terns? Please								nt in any of t	the following
		Natural Science	Socia Scien		Humanities /Art	Lifelong Learning	Communi- cations	Math/ Quantitative	American Institutions	Cultural Diversity
AA/AS/GE D	Degree									
CSU G.E.										
UC Transfer	·/GE									
IGETC										

#### SADDLEBACK COLLEGE REVISED COURSES ACADEMIC YEAR 2024-2025

School/				
Division	Course Id	Catalog Id	Course Title	Action Taken
				assign=assignments
				CA Classification code (J=workforce prep, K=other noncredit enhanced funding, L=not eligible for enhanced funding, Y=credit course)
				cat desc= catalog description
				c/l w/+ cross-listed with (and list the other crs id)
				coreq=corequisite
				crs id=course prefix and/or number
				dc=delete course
				DE=distance education
				dv=delete version of course
				gr opt=grading option
				hrs=hours
				lim=limitation
				Irng obj=learning objectives
				moe=methods of eval
				nc=new course
				nv=new version of existing course
				oe/oe=open entry/open exit
				prereq=prerequisite
				pcs = program course status
				reactv=course reactivation
				rec prep=recommended prep
				rpt=repeatability
				SAM code=occupational code (A=apprenticeship, B=advanced occupational, C=clearly occupational, D=possibly occupational, E=non-occupational)
				sch desc=schedule description
				SLOs=student learning outcomes
				sr=scheduled review is for courses that are scheduled for review and there are no revisions
				ti=title
				TOP code=numerical classification code used to assign programs and courses to disciplines
				tps=topics
				txt=text-required for all courses numbered 1-299
				un=units
				val=validation
				rec prep fr ESL 321 to ESL 321 or ESL
SH	ESL 330	429886.00	INTER MULTISKILLS I	321NC, tps, txt, DE
				rec prep fr ESL 330 to ESL 330 or ESL
SH	ESL 331	433951.00	INTER MULTISKILLS II	330NC, tps, txt, val, DE
				rec prep fr ESL 331 or 336 to ESL 331 or ESL
SH	ESL 346	302280.05	ADV WRIT FOR WORK	331NC, tps, txt, val, DE

#### SADDLEBACK COLLEGE REVISED COURSES ACADEMIC YEAR 2024-2025

				rec prep fr-ESL 331NC or ESL 331 or ESL
				336NC or ESL 336 to ESL 331NC or ESL 331,
SH	ESL 346NC	302285.00	ADV WRIT FOR WORK	tps, txt, val, retaining rpt 4 times
				rec prep fr ESL 340 or 345 to ESL 340, ESL
				340NC, ESL 345, or ESL 345NC, tps, txt, val,
SH	ESL 355	429819.00	COLL ESL READING-LIT	DE

#### SADDLEBACK COLLEGE NEW CREDIT COURSES ACADEMIC YEAR 2024-2025

School/				
	Course Id	Catalog Id	Course Title	Action Taken
				assign=assignments
				CA Classification code (J=workforce prep, K=other
				noncredit enhanced funding, L=not eligible for
				enhanced funding, Y=credit course)
				cat desc= catalog description
				c/l w/+ cross-listed with (and list the other crs id)
				coreq=corequisite
				crs id=course prefix and/or number
				dc=delete course
				DE=distance education
				dv=delete version of course
				gr opt=grading option
				hrs=hours
<u> </u>				lim=limitation
				Irng obj=learning objectives
				moe=methods of eval
				nc=new course
				nv=new version of existing course
				oe/oe=open entry/open exit
				prereq=prerequisite
				pcs = program course status
				reactv=course reactivation
				rec prep=recommended prep
				rpt=repeatability
				SAM code=occupational code (A=apprenticeship,
				B=advanced occupational, C=clearly occupational, D=possibly occupational, E=non-occupational)
				sch desc=schedule description
				SLOs=student learning outcomes sr=scheduled review is for courses that are scheduled
				for review and there are no revisions
				ti=title
				TOP code=numerical classification code used to
				assign programs and courses to disciplines
				tps=topics
				txt=text-required for all courses numbered 1-299
				un=units
				val=validation
				nc, 3 units/2.5 hrs lec/1.5 hrs lab/0 hr lrng
				cntr, rec prep AUTO 100, AUTO 101, and
				ET 133, gr opt GR - Letter Grade or Pass/No
BI	<b>AUTO 203</b>	992973.00	AUTOMOTIVE ELECTRONICS	Pass, DE, non-repeatable

# SADDLEBACK COLLEGE NEW CREDIT COURSES ACADEMIC YEAR 2024-2025

				nc, 3 units/2.5 hrs lec/1.5 hrs lab/0 hr lrng
				cntr, prereq AUTO 100, rec prep AUTO
			AUTONOMOUS VEHICLE	<b>106A</b> , gr opt GR - Letter Grade or Pass/No
ВІ	AUTO 208	992974.00	SYSTEMS	Pass, DE, non-repeatable
				nc, 1 unit/0.5 hr lec/1.5 hr lab/0 hr lrng
				cntr, rec prep Competency in basic
			BEGINNING TRIATHLON	<u>freestyle swimming</u> , gr opt Letter Grade or
KN	KNES 130	992976.00	TRAINING	Pass/No Pass, DE, non-repeatable
				nc, 1 unit/0.5 hr lec/1.5 hr lab/0 hr lrng
				cntr, rec prep KNES 130 or competency in
	KNES 631		INTERMEDIATE TRIATHLON	basic freestyle swimming, gr opt Letter
KN	(131)	992977.00	TRAINING	Grade or Pass/No Pass, DE, non-repeatable

# Kinesiology – Courses Related in Content Revised Family Effective 2024-25

### **Fitness Training**

KNES 2 Strength Training

KNES 10 (formerly 110) Cross Training

KNES 31 Muscle Toning for Women

KNES 66 Core Training

KNES 130 Beginning Triathlon Training

KNES 131 Intermediate Triathlon Training

# New Autonomous and Advanced Vehicle Systems Certificate of Achievement

The Autonomous and Advanced Vehicle Systems Certificate of Achievement is designed to fill the growing need in the automotive industry for technicians trained in advanced vehicle systems; it provides students with training on emerging technologies in the automotive industry related to autonomous vehicle systems, vehicle electronics, and advanced vehicle systems. Coursework includes vehicles forward facing cameras, ultra-sonic sensors, LIDAR sensors, radar sensors, vehicle telematics, and advanced vehicle communication networks. Completion of this certificate will qualify students to take the National Institute for Automotive Service Excellence (ASE) L4 exam. This certificate prepares students for careers such as Automotive Advanced Driver Assistance Systems (ADAS) Technician, Automotive Advanced Electrical Systems Technician, or General Automotive Technician. The Autonomous and Advanced Vehicle Systems Certificate of Achievement is part of a stackable sequence of awards that builds upon the Automotive Technician **Fundamentals Certificate of Achievement.** 

## <u>Program Student Learning Outcomes</u> <u>Students who complete this program will be able to:</u>

- Seek employment in the automotive industry.
- <u>Demonstrate current industry-specific skills</u> <u>related to the safety, operation, service,</u> <u>maintenance, and repair of advanced vehicle</u> <u>systems.</u>
- Apply knowledge in the workplace of Advanced Driver Assistance Systems (ADAS).
- <u>Take the related Automotive Service Excellence</u> (ASE) certification exam L4.

_		_
REG	HILLE	Core

AUTO 100	Automotive Fundamentals		
AUTO 101*	Automotive Electrical Systems	<u>3</u>	
AUTO 207*	Automotive Engineering		
	<u>Fundamentals</u>	<u>3</u>	
AUTO 201*	<b>Advanced Automotive Electrical</b>	3	
AUTO 203*	Automotive Electronics	3	
<b>AUTO 208*</b>	Autonomous Vehicle Systems	3	

**Total Units for the Certificate 18** 

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

School/				
Division	Course Id	Catalog Id	Course Title	Action Taken
				assign=assignments
				CA Classification code (J=workforce prep, K=other
				noncredit enhanced funding, L=not eligible for
				enhanced funding, Y=credit course)
				cat desc= catalog description
				c/l w/+ cross-listed with (and list the other crs id)
				coreq=corequisite
				crs id=course prefix and/or number
				dc=delete course
				DE=distance education
				dv=delete version of course
				gr opt=grading option
				hrs=hours
				lim=limitation
				Irng obj=learning objectives
				moe=methods of eval
				nc=new course
				nv=new version of existing course
				oe/oe=open entry/open exit
				prereq=prerequisite
				pcs = program course status
				reactv=course reactivation
				rec prep=recommended prep
				rpt=repeatability
				SAM code=occupational code (A=apprenticeship,
				B=advanced occupational, C=clearly occupational,
				D=possibly occupational, E=non-occupational)
				sch desc=schedule description
				SLOs=student learning outcomes
				sr=scheduled review is for courses that are scheduled
				for review and there are no revisions
				ti=title
				TOP code=numerical classification code used to
				assign programs and courses to disciplines
				tps=topics
				txt=text-required for all courses numbered 1-299
				un=units
				val=validation
				crs id fr N 422NC to CNA 422NC, hrs fr 5-
				lec/0 lab/0 lrng cntr (totaling 83 contact
				hours) to 4 lec/0 lab/0 lrng cntr (totaling
				66.4 contact hours), lim fr AHA BLS
				Provider card Criminal background check
				Fingerprinting to none, coreq fr N 423NC
		<del>103011.00</del>		to <b>CNA 424NC</b> , cat desc, sch desc, txt, val,
HW	N 422NC	992943.00	CNA THEORY	DE

	T			
				crs id fr <del>N 423NC</del> to <u>CNA 423NC</u> , hrs fr <del>0</del> -
				lec/6 lab/0 lrng cntr (totaling 99.6 contact
				hours) to 0 lec/6.5 lab/0 lrng cntr (totaling
				107.90 contact hours), lim fr AHA BLS
				Provider card Criminal background check
				Fingerprinting to none, coreq fr N 422NC
		103010.00		to none, cat desc, sch desc, txt, val, DE fr
HW	N 423NC	992944.00	CNA PRACTICUM	<del>yes</del> to <u>no</u>
				prereq fr High school graduation or GED,
				current EMT-B certification background
				check, CPR certification, and official
				admission to the paramedic program to
				High school graduation or GED, current
				EMT-B certification, background
				check/drug testing, CPR certification, and
				official admission to the paramedic
				program and EMT 219, HSC 108, HSC 217
				and HSC 228, rec prep fr EMT 219, HSC
				217, 226 to EMT 210, HSC 104, HSC 226,
HW	PM 220	708000.00	PARAMEDIC THEORY	and HSC 227, val, DE
				prereq fr CDE 7 and CDE 101 to none, rec
				prep fr Eligibility for ENG 1A or ENG 1AH
				to CDE 7, CDE 101, and eligibility for ENG
				1A or ENG 1AH, lim fr Proof of current
				state mandated immunizations and
				negative TB test required for
				participation. to Proof of current state-
				mandated immunizations and a negative
				TB test may be required for participation.
				hrs fr 2 lec/3 lab/0 lrng entr to 3 lec/0
				<u>lab/0 Irng cntr</u> , SAM code fr <b>B</b> to <b>C</b> , cat
				desc, sch desc, tps, lrng obj, assign, moe,
SH	CDE 110	416080.00	INTRO TO CURRICULUM	val, DE

# SADDLEBACK COLLEGE DE ADDENDUM ACADEMIC YEAR 2023-2024

School/				
	Course Id	Catalog Id	Course Title	Action Taken
				assign=assignments
				CA Classification code (J=workforce prep, K=other noncredit enhanced funding, L=not eligible for enhanced funding, Y=credit course)
				cat desc= catalog description
				c/l w/+ cross-listed with (and list the other crs id)
				coreq=corequisite
				crs id=course prefix and/or number
				dc=delete course
				DE=distance education
				dv=delete version of course
				gr opt=grading option
				hrs=hours
				lim=limitation
				Irng obj=learning objectives
				moe=methods of eval
				nc=new course
				nv=new version of existing course
				oe/oe=open entry/open exit
				prereq=prerequisite
				pcs = program course status
				reactv=course reactivation
				rec prep=recommended prep
				rpt=repeatability
				SAM code=occupational code (A=apprenticeship, B=advanced occupational, C=clearly occupational, D=possibly occupational, E=non-occupational)
				sch desc=schedule description
				SLOs=student learning outcomes
				sr=scheduled review is for courses that are scheduled for review and there are no revisions
				ti=title
				TOP code=numerical classification code used to assign programs and courses to disciplines
				tps=topics
				txt=text-required for all courses numbered 1-299
				un=units
				val=validation
SH	HUM 2	428020.00	ORIG WEST CULT IN LIT	DE

# SADDLEBACK COLLEGE REVISED AND DELETED COURSES ACADEMIC YEAR 2024-2025

School/				
-	Course Id	Catalog Id	Course Title	Action Taken
				assign=assignments
				CA Classification code (J=workforce prep, K=other noncredit enhanced funding, L=not eligible for enhanced funding, Y=credit course)
				cat desc= catalog description
				c/l w/+ cross-listed with (and list the other crs id)
				coreq=corequisite
				crs id=course prefix and/or number
				dc=delete course
				DE=distance education
				dv=delete version of course
				gr opt=grading option
				hrs=hours
				lim=limitation
				Irng obj=learning objectives
				moe=methods of eval
				nc=new course
				nv=new version of existing course
				oe/oe=open entry/open exit
				prereq=prerequisite
				pcs = program course status
				reactv=course reactivation
				rec prep=recommended prep
				rpt=repeatability
				SAM code=occupational code (A=apprenticeship, B=advanced occupational, C=clearly occupational, D=possibly occupational, E=non-occupational)
				sch desc=schedule description
				SLOs=student learning outcomes
				sr=scheduled review is for courses that are scheduled for review and there are no revisions
				ti=title
				TOP code=numerical classification code used to assign programs and courses to disciplines
				tps=topics
				txt=text-required for all courses numbered 1-299
				un=units
				val=validation
AD	DANC 77	430331.00	DNC ACTVTS: LTN ARBCS	dc
HW	HSC 234	103006.00	CCS PREP	dc
KN	KNES 2	674075.00	STRENGTH TRAINING	cat desc, sch desc
KN	KNES 10	992711.00	CROSS TRAINING	cat desc, sch desc
KN	KNES 10	992711.05	CROSS TRAINING	cat desc, sch desc
KN	KNES 16	992957.00	SPORTS IN FILM	crs id fr KNES 16 to KNES 14

# SADDLEBACK COLLEGE REVISED AND DELETED COURSES ACADEMIC YEAR 2024-2025

KN	KNES 31	432285.00	MUSCLE TONING WOMEN	cat desc, sch desc
KN	KNES 31	432285.05	MUSCLE TONING WOMEN	cat desc, sch desc
KN	KNES 66	433727.00	CORE TRAINING	cat desc, sch desc
KN	KNES 66	433727.05	CORE TRAINING	cat desc, sch desc
SH	ESL 330NC	429675.00	INTER MULTISKILLS I	tps, txt, retaining rpt 4 times
SH	ESL 331NC	429673.00	INTER MULTISKILLS II	tps, txt, retaining rpt 4 times
SH	ESL 355NC	429820.00	COLL ESL READING: LIT	tps, txt, val
SH	ESL 356NC	992286.00	ACADEMIC SUCCESS ESL	dc
SH	ESL 358	302320.05	LISTEN/NOTE-TAKE-COLL	dc
SH	ESL 358NC	302325.20	LISTEN/NOTE-TAKE-COLL	dc

# Current Administrative Medical Assistant Certificate of Achievement

The Administrative Medical Assistant program prepares the student for employment as an administrative (front office) medical assistant in a physician's office, clinic or outpatient center. This certificate program is designed to help meet industry demand by offering education and training on soft skills, appointment scheduling, reception duties, managing patient medical records, insurance authorizations, reimbursement and coding for the medical office or clinic. Students complete a 150 hours of supervised training in a medical office or clinic. Proof of medical malpractice insurance, current Basic Life Support (BLS) CPR certification and health clearance are required for the clinical experience. All students complete a background check and drug screening prior to enrolling in MA 217A. A minimum grade of "C" in all courses is required. Letter grade only. Upon completion of this certificate program, students may sit for the California Certification Board of Medical Assistant (CCMBA) certification examination (CCMA) and the American Academy of Professional Coder (AAPC), Certified Practice Coder (CPC) certification examination. Several courses also articulate into the Healthcare Technology Optimization Specialty certificate program, which affords additional career training in healthcare.

#### **Program Student Learning Outcomes**

Students who complete this program will be able to:

- Demonstrate administrative medical skills
- Describe legal and ethical practices related to medical care
- Demonstrate medical office employability skills

#### **Required Core**

required core		
MA 206	Introduction to Medical Assisting	3
MA 224A	Basics of Medical Insurance, Billing	
	And Reimbursement	3
MA 280	Healthcare Organization Practices	3
MA 282	Fundamentals of Medical Practice	
	Coding	3
HSC 104	Medical Terminology	3
HSC 106	Legal and Ethical Aspects of Health	
	Information	3
HSC 107*	Human Body Fundamentals	3
MA 217A*	Medical Assisting Clinical Experience	
	Administrative	3

#### Restricted Electives: Select one course from the following

HSC 230	Certified Professional Coder(CPC)	
	Exam Preparation	3
HSC 234	Certified Coding Specialist (CCS)	
	Exam Preparation	<del>3</del>
CIM 112	Microsoft Office	3

#### **Total Units for the Certificate 27**

# Revised Administrative Medical Assistant Certificate of Achievement

The Administrative Medical Assistant program prepares the student for employment as an administrative (front office) medical assistant in a **medical** office, clinic or outpatient center. This certificate program is designed to help meet industry demand, offering education and training on soft skills, appointment scheduling, reception duties, managing patient medical records, insurance authorizations, reimbursement and coding for the medical office or clinic. Students complete 160 hours of supervised training in a medical office or clinic. All students <u>must meet</u> background <u>clearance</u> and <u>health</u> **requirements** prior to enrolling in MA 217A. A minimum grade of "C" in all courses is required. Letter grade only. Upon completion of this certificate program, students may sit for the California Certification Board of Medical Assistant (CCMBA) certification examination (CCMA) and the American Academy of Professional Coder (AAPC), Certified Practice Coder (CPC) certification examination.

#### **Program Student Learning Outcomes**

Students who complete this program will be able to:

- Demonstrate administrative medical skills
- Describe legal and ethical practices related to medical care.
- Demonstrate medical office employability skills

#### **Required Core**

Required Core		
MA 206	Introduction to Medical Assisting	3
MA 224A	Basics of Medical Insurance, Billing	
	And Reimbursement	3
MA 280	Healthcare Organization Practices	3
MA 282	Fundamentals of Medical Practice	
	Coding	3
HSC 104	Medical Terminology	3
HSC 106 <u>*</u>	Legal and Ethical Aspects of Health	
	Information	3
HSC 107*	Human Body Fundamentals	3
MA 217A*	Medical Assisting Clinical Experience	
	Administrative	3
	ctives : Select one course	
HSC 230	Certified Professional Coder(CPC)	
	Exam Preparation	3
CIM 112	Microsoft Office	3

# Total Units for the Certificate 27

\*Course has a prerequisite, corequisite, limitation; or recommended preparation; see course description.

School/ Division	Program Control Number	Program Title	Action Taken
			CIP code=numerical classification code used to facilitate the organization, collection, and reporting of fields of study and program completions
HW	22883	Administrative Medical Assistant	CIP code fr 51.0801 - Medical/Clinical Assistant to 51.0710 - Medical Office Assistant/Specialist

<sup>\*</sup>Course has a prerequisite, corequisite, limitation; or recommended preparation; see course description.

# Current Comprehensive Medical Assistant Certificate of Achievement

This Career **Technical** Education **(CTE)** certificate program includes instruction and skills training on competencies for entry level employment working in the front office or back office as a medical assistant. Students learn and demonstrate essential skills: medical office procedures, appointment scheduling, reception techniques, communication, medical records and electronic health records management, data entry, billing, coding, insurance reimbursement, laboratory procedures (including venipuncture, pharmacology, injections), electrocardiography, spirometry, public relations, and practice-building techniques. An externship in a physician's office combining administrative and clinical experience helps provide the student with the clinical experience necessary to enter the workforce.

All students complete a background check and drug screen three months prior to enrolling in MA 217C and are required to hold Basic Life Support (BLS) CPR certification (AHA approved with AED) and a certificate of medical malpractice, throughout the externship. During the externship students complete **150** hours of non-paid supervised training to demonstrate basic medical front office and clinical back office skills and competencies.

The comprehensive medical assistant program meets the California Certifying Board for Medical Assistants requirements to sit for the California Certified Medical Assistant exam (CCMA) and the American Academy of Professional Coders (AAPC), Certified Professional Coder (CPC) certification exam. Letter grade only. Students may begin the program in the Summer, Fall or Spring and there are no prerequisites to enroll in the program. Material fees are kept to a minimum, there is a fee paid to an outside vendor for the final HESI online examination during the externship. Students in the clinical area are required to purchase a stethoscope, sphygmomanometer for the physical examination procedure course and a uniform is required for the externship. All fees are less than \$400.00 for the entire program.

Students in the comprehensive medical assistant program may meet the Associate of Science Degree in Health Sciences graduation requirements as outline in the catalog, students are encouraged to discuss these requirements with their assigned academic counselor.

#### **Program Student Learning Outcomes**

Students who complete this program will be able to:

- Describe legal and ethical practices related to medical care
- Demonstrate clinical patient skills.
- Demonstrate medical office employability skills.
- Demonstrate administrative medical skills.

#### **Required Core**

MA 206	Introduction to Medical Assisting	3
MA 224A	Basics of Medical Insurance, Billing	
	And Reimbursement	3
HSC 104	Medical Terminology	3
HSC 106	Legal and Ethical Aspects of Health	
	Information	3

# Revised Comprehensive Medical Assistant Certificate of Achievement

This Career Education **(CE)** certificate program includes instruction and skills training on competencies for entry-level employment working in the front office or back office as a medical assistant. Students learn and demonstrate essential skills: medical office procedures, appointment scheduling, reception techniques, communication, medical records and electronic health records management, data entry, billing, coding, insurance reimbursement, laboratory procedures (including venipuncture, pharmacology, injections), electrocardiography, spirometry, public relations, and practice-building techniques. An externship in a physician's office combining administrative and clinical experience helps provide the student with the clinical experience necessary to enter the workforce.

All students complete a background check and drug screen three months prior to enrolling in MA 217C and are required to hold Basic Life Support (BLS) CPR certification (AHA approved with AED) and a certificate of medical malpractice, throughout the externship. During the externship students complete <u>160</u> hours of non-paid supervised training to demonstrate basic medical front office and clinical back office skills and competencies.

The <u>C</u>omprehensive <u>M</u>edical <u>A</u>ssistant program meets the California Certifying Board for Medical Assistants requirements to sit for the California Certified Medical Assistant exam (CCMA) and the American Academy of Professional Coders (AAPC), Certified Professional Coder (CPC) certification exam. Letter grade only. Students may begin the program in the Summer, Fall or Spring and there are no prerequisites to enroll in the program. Material fees are kept to a minimum. Students are required to purchase a stethoscope, sphygmomanometer for the physical examination procedure course<sub>z</sub> and a uniform is required for the externship. <u>These additional</u> fees are <u>approximately</u> less than \$400.00.

Students in the <u>C</u>omprehensive <u>M</u>edical <u>A</u>ssistant program may meet the Associate of Science Degree in Health Sciences graduation requirements as outline<u>d</u> in the catalog; students are encouraged to discuss these requirements with their assigned academic counselor.

#### **Program Student Learning Outcomes**

Students who complete this program will be able to:

- Describe legal and ethical practices related to medical care
- Demonstrate clinical patient skills.
- Demonstrate medical office employability skills.
- Demonstrate administrative medical skills.

#### **Required Core**

MA 206	Introduction to Medical Assisting	3
MA 224A	Basics of Medical Insurance, Billing	
	And Reimbursement	3
HSC 104	Medical Terminology	3
HSC 106 <u>*</u>	Legal and Ethical Aspects of Health	
	Information	3

3 3

3 3

3 3

3

3

3

3 3

# SADDLEBACK COLLEGE **REVISED PROGRAMS** ACADEMIC YEAR 2024-2025

HSC 107	Human Body Fundamentals	3	HSC 107 <u>*</u>	Human Body Fundamentals
MA 280	Healthcare Organization Practices	3	MA 280	Healthcare Organization Practices
MA 282	Fundamentals of Medical Practice		MA 282	Fundamentals of Medical Practice
	Coding	3		Coding
MA 211B	Physical-Examination Procedures	3	MA 211B	Physical-Examination Procedures
MA 213B	Medical Asepsis and Surgical		MA 213B <u>*</u>	Medical Asepsis and Surgical
	Procedures	3		Procedures
MA 212B	Medical Office Laboratory Procedures	3	MA 212B	Medical Office Laboratory Procedures
MA 214B	Medical Administration Procedures	3	MA 214B	Medical Administration Procedures
MA 218B	Electrocardiography for the Medical		MA 218B	Electrocardiography for the Medical
	Assistant	3		Assistant
MA 217C*	Medical-Assisting Clinical Experience		MA 217C*	Medical-Assisting Clinical Experience
	Comprehensive	3		Comprehensive
Restricted El	ectives:		Restricted El	ectives: <u>Select one course</u>
HSC 230	Certified Professional Coder(CPC)		HSC 230	Certified Professional Coder(CPC)
	Exam Preparation	3		Exam Preparation
HSC 234	Certified Coding Specialist (CCS)		CIM 112	Microsoft Office
	Exam Preparation	<del>3</del>		
CIM 112	Microsoft Office	3		Total Units for the Certifica
			*Course h	as a proroquisito coroquisito lim

**Total Units for the Certificate 42** 

#### ertificate 42

<sup>\*</sup>Course has a prerequisite, corequisite, limitation; or recommended preparation; see course description.

<sup>\*</sup>Course has a prerequisite, corequisite, limitation; or recommended preparation; see course description.

# Current Early Childhood Teacher Certificate of Achievement

Foundational theories of children's development and learning as well as appropriate strategies for teaching and caring for children ages birth to 8 will be studied and applied. Family collaboration, cultural sensitivity, and relationship-based practice will be emphasized. This certificate prepares students to provide competent and effective care and instruction of children in a variety of early childhood settings. It also meets the education requirements of the Teacher level of the Child Development Permit issued by the California Commission on Teacher Credentialing (CTC). Additional working experience with children is required to obtain the Permit.

A minimum grade of "C" in each course is required to receive the certificate and/or qualify for the Child Development Permit.

#### **Program Student Learning Outcomes**

Students who complete this program will be able to:

- Describe developmental milestones for children in the areas of physical, psychosocial, cognitive, and language development.
- Identify environmental, cultural, familial, economic, political, and historical contexts that influence all children's development.
- Demonstrate a range of skills and knowledge related to the unique need of children ages 0-8 years.
- Apply developmental theory, knowledge of child development, and research-based teaching strategies to develop curriculum for the unique educational needs of young children individually and in group care settings.
- Demonstrate developmentally appropriate observation, assessment, and documentation skills that can be applied to interpretations of growth and development, planning, and identification of individual needs.
- Demonstrate professional skills including ethical practice, reflective practice, written and verbal communication, collaboration, advocacy, and identification of personal qualifications in relationship to state and national requirements for teachers of young children.
- Demonstrate the skills and knowledge in supervising program staff and coordinating curriculum and staff development.

# **Required Core:**

CDE 101*	Principles and Practices of Teaching	
	Young Children	3
CDE 15*	Child, Family, and Community	3
CDE 7*	Child Grown and Development	3
CDE 110*	Introduction to Curriculum	3
CDE 111*	Child Guidance and Communication	3
CDE 112*	Health, Safety, and Nutrition	3
CDE 117*	Teaching in a Diverse Society	3
CDE 120*	Observation and Assessment	3
CDE 121*	Practicum-The Student Teaching	
	Experience	3

# Revised Early Childhood Teacher Certificate of Achievement

Foundational theories of children's development and learning as well as appropriate strategies for teaching and caring for children ages birth to 8 will be studied and applied. Family collaboration, cultural sensitivity, and relationship-based practice will be emphasized. This certificate prepares students to provide competent and effective care and instruction of children in a variety of early childhood settings. It also meets the education requirements of the Teacher level of the Child Development Permit issued by the California Commission on Teacher Credentialing (CTC). Additional working experience with children is required to obtain the Permit.

A minimum grade of "C" in each course is required to receive the certificate and/or qualify for the Child Development Permit.

#### **Program Student Learning Outcomes**

Students who complete this program will be able to:

- Describe developmental milestones for children in the areas of physical, psychosocial, cognitive, and language development.
- Identify environmental, cultural, familial, economic, political, and historical contexts that influence all children's development.
- Demonstrate a range of skills and knowledge related to the unique need of children ages 0-8 years.
- Apply developmental theory, knowledge of child development, and research-based teaching strategies to develop curriculum for the unique educational needs of young children individually and in group care settings.
- Demonstrate developmentally appropriate observation, assessment, and documentation skills that can be applied to interpretations of growth and development, planning, and identification of individual needs.
- Demonstrate professional skills including ethical practice, reflective practice, written and verbal communication, collaboration, advocacy, and identification of personal qualifications in relationship to state and national requirements for teachers of young children.
- Demonstrate the skills and knowledge in supervising program staff and coordinating curriculum and staff development.

# **Required Core:**

CDE 101*	Principles and Practices of Teaching	
	Young Children	3
CDE 15*	Child, Family, and Community	3
CDE 7*	Child Grown and Development	3
CDE 110*	Introduction to Curriculum	3
CDE 111*	Child Guidance and Communication	3
CDE 112*	Health, Safety, and Nutrition	3
CDE 117*	Teaching in a Diverse Society	3
CDE 120*	Observation and Assessment	3
CDE 121*	Practicum-The Student Teaching	
	Experience	3

Required Breadth (16-19 units): Students must complete area 1, select one course from each of areas 2, 3, and 4, and select one additional course from area 2, 3, or 4.\*\*

Area 1 ENG 1A\* Principles of Composition I 4 or Honors Principles of Composition I ENG 1AH\* 4 Area 2 3 MATH 10\* Introduction to Statistics or MATH 14\* Mathematics for Elementary School 5 **Teachers** or PSYC 44\* Statistics for the Behavioral Sciences 3 or MATH 103\* Mathematical Ideas 3 GEOG 1 **Physical Geography** or GEOG 1H Honors Physical Geography or PHYS 30 Physics and Chemistry for Elementary Educators 4 or **HORT 20\*** Introduction to Horticultural Science 4 Area 3 ANTH 2 Cultural Anthropology 3 or ANTH 2H Honors Cultural Anthropology 3 or GEOG 2 3 Cultural Geography or GEOG 2H Honors Cultural Geography 3 or **SOC 30** Social Psychology 3 or PS 1 3 American Government or PS 1H Honors American Government 3 Area 4 ENG 142\* Children's Literature 3 or 3 ARTH 20 Art Appreciation or 3 MUS 1 The Basics of Music or MUS 20 Music Appreciation 3 or 3 **HORT 115** History of Landscape Design or

Required Breadth (16-19 units): Students must complete Area 1, select one course from each of Areas 2, 3, and 4, and select one additional course from Area 2, 3, or 4.\*\*

Area 1		
ENG 1A*	Principles of Composition I	4
or		
ENG 1AH*	Honors Principles of Composition I	4
Area 2		
MATH 10*	Introduction to Statistics	3
or		
MATH 14*	Mathematics for Elementary School	
	Teachers	5
or		
PSYC 44*	Statistics for the Behavioral Sciences	3
or		
MATH 103*	Mathematical Ideas	3
or		_
GEOL 1	Introduction to Physical Geology	<u>3</u>
Or DUVC 20*	Physics and Chamistry for Flamentary	
PHYS 30 <u>*</u>	Physics and Chemistry for Elementary Educators	1
Or.	Educators	4
or HORT 20*	Introduction to Horticultural Science	4
HORT 20	introduction to norticalitaral science	7
Area 3		_
ANTH 2	Cultural Anthropology	3
or		2
ANTH 2H	Honors Cultural Anthropology	3
or GEOG 2	Cultural Geography	3
or	Cultural Geography	3
GEOG 2H	Honors Cultural Geography	3
or	rionors cantarar deagraphy	,
PSYC 30 *	Social Psychology	3
or		
SOC 30 <u>*</u>	Social Psychology	3
or		
PS 1	American Government	3
or		
PS 1H	Honors American Government	3
Area 4		
ENG 142*	Children's Literature	3
or		
ARTH 20	Art Appreciation	3
or		
MUS 1	The Basics of Music	3
or		
MUS 20	Music Appreciation	3
or		
HORT 115	History of Landscape Design	3
or		

ID 110 Fundamentals of Interior Design

3

ID 110

Fundamentals of Interior Design

3

#### Total Units for the Certificate 44 - 47

- \*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.
- \*\*Other courses that meet the same General Education category as the courses listed in areas 2, 3, and 4 may be substituted to meet the restricted elective requirements. Refer to the current college catalog.

#### Total Units for the Certificate 44 - 47

- \*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.
- \*\*Other courses that meet the same General Education category as the courses listed in areas 2, 3, and 4 may be substituted to meet the restricted elective requirements. Refer to the current college catalog.

# Current English as a Second Language- Advanced Level Certificate of Competency

The Certificate of Competency for English as a Second Language – Advanced Level is designed for students to demonstrate advanced English language skills.

The required advanced-level courses leading to a certificate will prepare students for academic English language and mainstream academic or vocational courses. Courses for this certificate focus on all four primary language skills, including academic reading, composition writing, speaking, and listening. Students will expand communicative and academic vocabulary, conversational skills, composition, and comprehension. The completion of this certificate will prepare students for college-level certificates and degree applicable coursework, greater civic involvement, and potential job advancement.

Advanced students are placed within the following sequence of foundation courses, according to their English abilities and may test out of up to four courses. Courses may be offered days, evenings, and weekends during fall, spring and summer. There is recommended preparation for advanced courses, and some courses have prerequisites and/or corequisite.

#### **Program Student Learning Outcomes**

Students who complete this program will be able to:

- Demonstrate improvement in their grammar.
- Demonstrate improvement in their speaking and comprehension skills.
- Demonstrate improvement in their reading and vocabulary skills.
- Demonstrate improvement in their overall writing skills.

#### **Required Core (149.4 – 398.4 hours)**

e (143.4 – 330.4 Hours)	
Advanced Multiskills	99.6
Advanced Conversation	49.8
Advanced Pronunciation	49.8
vanced Vocabulary Course:	
Idioms and Expressions in American	
English	49.8
Vocabulary Skills for College	49.8
ademic/Writing Course:	
Advanced Academic Writing I	99.6
Advanced Writing for Work	49.8
Advanced Writing I	49.8
A.I. 1347.55 11.1	240
<del>-</del>	24.9
	40.0
Advanced Grammar Review	49.8
Grammar Review for College	49.8
	Advanced Multiskills Advanced Conversation Advanced Pronunciation vanced Vocabulary Course: Idioms and Expressions in American English  Vocabulary Skills for College ademic/Writing Course: Advanced Academic Writing I  Advanced Writing for Work  Advanced Writing I  Advanced Writing I Lab vanced Grammar Course: Advanced Grammar Review

# Revised English as a Second Language– Advanced Level Certificate of Competency

The Certificate of Competency for English as a Second Language – Advanced Level is designed for students to demonstrate advanced English language skills.

The required advanced-level courses leading to a certificate will prepare students for academic English language and mainstream academic or vocational courses. Courses for this certificate focus on all four primary language skills, including academic reading, composition writing, speaking, and listening. Students will expand communicative and academic vocabulary, conversational skills, composition, and comprehension. The completion of this certificate will prepare students for college-level certificates and degree applicable coursework, greater civic involvement, and potential job advancement.

Advanced students are placed within the following sequence of foundation courses, according to their English abilities. Courses may be offered days, evenings, and weekends during fall, spring and summer. There is recommended preparation for advanced courses, and some courses have prerequisites and/or corequisite. Students must achieve a noncredit grading option of P (Pass) in each class in order to be eligible for the certificate.

#### **Program Student Learning Outcomes**

Students who complete this program will be able to:

- Demonstrate improvement in their grammar.
- Demonstrate improvement in their speaking and comprehension skills.
- Demonstrate improvement in their reading and vocabulary skills.
- Demonstrate improvement in their overall writing skills.

#### **Required Core (149.4 – 398.4 hours)**

ESL 340NC*	Advanced Multiskills	99.6
ESL 342NC*	Advanced Conversation	49.8
ESL 343NC*	Advanced Pronunciation	49.8
Select One Adv	ranced Vocabulary Course:	
ESL 344NC*	Idioms and Expressions in American	
	English	49.8
ESL 354NC*	Vocabulary Skills for College	49.8
Select One Aca	demic/Writing Course or Course wi	th Lab:
ESL 346NC <u>*</u>	Advanced Writing for Work	49.8
ESL 380NC*	Advanced Academic Writing I	99.6
ESL 390NC*	Advanced Academic Writing II	99.6
or <u>both</u>		
ESL 345NC*	Advanced Writing I	49.8
and		
ESL 802*NC	Advanced Writing I Lab	24.9
Select one Adv	anced Grammar Course:	
ESL 347NC*	Advanced Grammar Review	49.8
ESL 357NC*	Grammar Review for College	49.8

#### Restricted Electives: Choose two courses (99.6 hours)

ESL 355NC\* ESL Reading for College: American
Literature 49.8

ESL 356NC\* Academic Success Strategies for ESL
Students 49.8

ESL 358NC\* Listening and Note-Taking Skills for
College 49.8

ESL 359NC\* American Language and Culture
Through Film 49.8

Total Hours 249.0-498.0

### Restricted Electives: Select one course (49.8 hours)

ESL 355NC\* ESL Reading for College: American
Literature 49.8
ESL 359NC\* American Language and Culture
Through Film 49.8

Total Hours <u>199.2-448.2</u>

<sup>\*</sup>Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

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# Current Journalism Associate in Arts for Transfer

Upon completion of the Associate in Arts in Journalism for Transfer degree, students will have a strong foundation in reporting and producing news content, as well as an understanding of the media industry, First Amendment, and professional standards. Students will also have the opportunity to gain practical experience producing multi-dimensional content for student news publications and emerging platforms. Students who earn ansociate degree this degree transfer as Journalism majors or into other related majors such as Communications, Broadcast and Electronic Communication Arts, Media Studies, Integrated Media, English, Advertising, Radio & Television, Broadcasting, and Visual Studies.

Jobs earned with journalism writing and media skills range from reporting for newspapers and magazines to online contributors, book editing, broadcast for news stations, producing content for radio, copyediting, grant writing, graphic and page designing, photography, research analysts, social media manager, technical writing, web managing, and public relations, which is the most common career path for most journalism majors.

Students who complete the Associate in Arts in Journalism for Transfer degree will receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

#### **Program Student Learning Outcomes**

Students who complete this program will be able to:

- Demonstrate a range of skills necessary for work as photographers, video journalists, designers, etc. in editorial departments of news organizations, magazines, industrial in-house publications, emerging businesses in media and related industries.
- Demonstrate an understanding of the First Amendment, media history and current trends in the industry.
- Demonstrate an understanding of professional standards, ethics and media law.
- Demonstrate practical skills and understanding of convergence, multimedia, emerging technology and innovation in journalism and the media industry.

# Associate Degree for Transfer requirements (pursuant to SB1440, §66746)

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements (CSU GE-Breadth).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.

# Revised Journalism

#### **Associate in Arts for Transfer**

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2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or "P" Pass) or better in all courses required for the major or area of emphasis.

ENG 1A* ENG 1AH* ES 1	Honors Principles of Composition I Introduction to Ethnic Studies	<del>-4</del> - <del>3</del>
or	Honors Principles of Composition I	4
ENG 1A*	ll	-
	Principles of Composition I	<b>-4</b>
CHI 1*	Elementary Chinese	<u>-5</u>
CTVR 9	Women in Cinema and Television	3
CTVR 7	Cross Cultural Cinema	3
CTVR 5	History and Appreciation of International Cinema	3
CT\/D F	American Cinema	3
CTVR 3	The History and Appreciation of	2
ANTH 2H	Honors Cultural Anthropology	3
<del>Of</del>		
ANTH 2	Cultural Anthropology	3
COMM 3	Argumentation and Debate	3
PHIL 12*	Introduction to Logic	3
ENG 70*	Critical Thinking, Reading, and Writing	3
ENG 1BH	Honors Principles of Composition II	3
<del>or</del>	·	
	Principles of Composition II	
PS 12	Comparative Politics and Government	•
PS 1H	Honors American Government	3
Of	American dovernment	<del>J</del>
PS 1	Honors Principles of Macroeconomics  American Government	<del>-5</del> -3
Of FCON 211	Hanaya Duin sinlar of Massacran ansisa	,
ECON 2	Principles (Macro)	<del>-3</del>
	Honors Principles of Microeconomics	
<del>or</del>		
ECON 4	Principles (Micro)	3
PSYC 44	Statistics for the Behavioral Sciences	3
<del>Of</del>		
	Introduction to Statistics	<del>-3</del> ´
Group B: Sele	ect two <del>of the following</del> courses (6- <del>10</del>	units)
CTVR 106	Video Journalism	3
or		
Group A: JRN 106	Video Journalism	3
	Social Media	7
JRN 112	News Media Production, Blogging and Social Media	4
Or	News Madie Deaduction Discourse	
JRN 111	News Media Production and Editing	4
JRN 2	News Writing	3
CTVR 1	Mass Media and Society	3
or		
Required Cor JRN 1	Mass Media and Society	3

2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or "P" Pass) or better in all courses required for the major or area of emphasis.

Required Co	re:	
JRN 1	Mass Media and Society	3
or		
CTVR 1	Mass Media and Society	3
JRN 2 <u>*</u>	News Writing	3
JRN 111 <u>*</u>	News Media Production and Editing	4
or		
JRN 112 <u>*</u>	News Media Production, Blogging and Social Media	4
	Social iviedia	4
List A:	N. C. L. C.	_
JRN 106	Video Journalism	3
or		_
CTVR 106	Video Journalism	3
List B: Select	two courses (6-7 units)	
<u>List</u> B: Select <u>JRN 111*£</u>	two courses (6- <u>7</u> units)  News Media Production and Editing	4
		<del></del>
JRN 111*£	News Media Production and Editing	<del></del>
JRN 111*£	News Media Production and Editing History and Appreciation of Televisio	<u>n</u>
JRN 111*£ CTVR 2	News Media Production and Editing History and Appreciation of Televisio Broadcasting	<u>n</u>
JRN 111*£ CTVR 2	News Media Production and Editing History and Appreciation of Televisio Broadcasting The History and Appreciation of	<u>n</u> 3
JRN 111*£ CTVR 2 CTVR 3	News Media Production and Editing History and Appreciation of Televisio Broadcasting The History and Appreciation of American Cinema	<u>n</u> 3
JRN 111*£ CTVR 2 CTVR 3	News Media Production and Editing History and Appreciation of Televisio Broadcasting The History and Appreciation of American Cinema History and Appreciation of	<u>n</u> <u>3</u>
JRN 111*£ CTVR 2  CTVR 3  CTVR 5	News Media Production and Editing History and Appreciation of Televisio Broadcasting The History and Appreciation of American Cinema History and Appreciation of International Cinema	<b>n 3</b> 3
JRN 111*£ CTVR 2  CTVR 3  CTVR 5  CTVR 7	News Media Production and Editing History and Appreciation of Televisio Broadcasting The History and Appreciation of American Cinema History and Appreciation of International Cinema Cross Cultural Cinema	3 3 3
JRN 111*£ CTVR 2  CTVR 3  CTVR 5  CTVR 7  CTVR 9	News Media Production and Editing History and Appreciation of Televisio Broadcasting The History and Appreciation of American Cinema History and Appreciation of International Cinema Cross Cultural Cinema Women in Cinema and Television History of Graphic Design	3 3 3 3 3 3
JRN 111*£ CTVR 2  CTVR 3  CTVR 5  CTVR 7  CTVR 9  GD 2	News Media Production and Editing History and Appreciation of Televisio Broadcasting The History and Appreciation of American Cinema History and Appreciation of International Cinema Cross Cultural Cinema Women in Cinema and Television	3 3 3 3 3

#### Total Units for the Major 19-20

### <u>f If course not already used for Required Core</u>.

<sup>\*</sup>Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

FR 1*	Elementary French	<del>5</del>
MATH 2*	Pre-Calculus Mathematics	<del>5</del>
MUS 27	History of Jazz	3
MUS 28	History of Rock	3
PHOT 25	History of Photography	3
SL 1*	American Sign Language I	4
SPAN 1*	Elementary Spanish	<del>5</del>
<del>or</del>		
SPAN 1H*	Honors Elementary Spanish	<del>5</del>
COMM 1	Communication Fundamentals	3
<del>or</del>		
COMM 1H	Honors Communication Fundamentals	3
GSS 10	Introduction to Women's Studies	3
<del>or</del>		
GSS 10H	Honors Intro to Women's Studies	3

Total Units for the Major 19-23

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