



LONG BEACH CITY COLLEGE CATALOG 2016 - 2017

ADDENDUM II– Spring 17

**Mission Statement**

**Long Beach City College is committed to providing equitable student learning and achievement, academic excellence, and workforce development by delivering high quality educational programs and support services to our diverse communities.**

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**Mission Statement**

Long Beach City College is committed to providing equitable student learning and achievement, academic excellence, and workforce development by delivering high quality educational programs and support services to our diverse communities.

**VALUES****Purposeful**

The College provides students clear pathways and support to attain their career and educational goals.

**Focused**

The College embraces a long-term commitment to innovative student success.

**Nurturing**

The College provides an environment in which students, faculty, and staff build relationships that are understanding and supportive.

**Connected**

The College is recognized as integral to an inclusive, vibrant, and prosperous local, regional, and global community.

**Respectful**

The College values and celebrates the exemplary contributions of faculty, staff, and its community partners in supporting students.

## Business

### **Certificate of Accomplishment, Real Estate Salesperson (Plan Code: 4115)**

The courses listed in the Real Estate Salesperson certificate of accomplishment will qualify and prepare a student to take the written examination for a Real Estate Salesperson license. Upon successfully passing the examination, a license will be approved by the CalBRE. This license is required to conduct real estate activities while under the supervision of a licensed broker. For additional information regarding the Real Estate Salesperson license, refer to <http://www.dre.ca.gov>.

REQUIRED COURSES		UNITS
REAL 80	Real Estate Principles	3
REAL 81A	Real Estate Practice	3
REAL 78	Real Estate Economics	3
REAL 253	Property Management	3
Total Units		12

### **Certificate of Accomplishment, Real Estate Broker (Plan Code: 4154)**

The courses listed in the Real Estate Broker certificate of accomplishment, coupled with a minimum of 2 years full-time licensed salesperson experience, will qualify and prepare a student to take the written examination for a Real Estate Broker license. Upon successfully passing the examination, a Real Estate Broker license will be approved by the CalBRE. For additional information regarding the Real Estate Broker license, refer to <http://www.dre.ca.gov>.

REQUIRED COURSES		UNITS
REAL 85	Real Estate Appraisal	3
REAL 87	Real Estate Finance	3
ACCTG 200A	Introduction to Accounting	3
LAW 18A	Business Law	3
Total Units		12

### **Business Information Professional**

The Business Information Professional program at Long Beach City College is a comprehensive offering of courses to prepare students for a wide variety of office positions in the Hospitality and Tourism, Retail, Health Care Services, Financial Services and Real Estate, and Business Services Industries.

### **Associate in Science (A.S.) Degree, Business Information Professional (Plan Code: 2129)**

This Associate Degree is a two-year program leading to the Associate in Science (A.S.) degree. It is designed to prepare students for a wide variety of office positions in the Hospitality and Tourism, Retail, Health Care Services, Financial Services and Real Estate, and Business Services Industries.

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

- Create a variety of business documents using business application software packages
- Demonstrate effective written and oral communication skills.

REQUIRED COURSES	UNITS
BCOM 15 Business Communications	3
BCOM 263 Customer Service	3
COSA 5 Microsoft Windows Operating System	3
COSA 10 Microsoft Word for Windows	4
COSA 15 Microsoft Excel for Windows	4
COSA 50 Intro to IT Concepts & Applications	4
COSA 215 Microsoft Outlook for Windows	3
COSK 200 Beginning Keyboarding and Document Production	3
Total Units in the Major	27

### **Certificate of Achievement, Business Information Professional (Plan Code: 3129)**

This Certificate of Achievement is a two-year program. It is designed to prepare students for a wide variety of office positions in the Hospitality and Tourism, Retail, Health Care Services, Financial Services and Real Estate, and Business Services Industries.

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

- Create a variety of business documents using business application software packages.
- Demonstrate effective written and oral communication skills.

REQUIRED COURSES	UNITS
BCOM 15 Business Communications	3
BCOM 263 Customer Service	3
COSA 5 Microsoft Windows Operating System	3
COSA 10 Microsoft Word for Windows	4
COSA 15 Microsoft Excel for Windows	4
COSA 50 Intro to IT Concepts & Applications	4

COSA 215	Microsoft Outlook for Windows	3
COSK 200	Beginning Keyboarding and Document Production	3
Total Units in the Major		27

## Database Management

### Certificate of Accomplishment, PHP Web Programmer Certificate (Plan Code: 4129)

Students will learn how to build robust web applications with PHP and MySQL.

REQUIRED COURSES		UNITS
COSP 38	Database Concepts	4
COSW 10	Beginning Website Development	4
COSW 200	Introduction to JavaScript	3
COSW 220	Web Development with PHP/MySQL	4
Total Units		15

## Digital Media Arts

### Certificate of Achievement, Digital Media: Advanced Production (Plan Code: 3255)

The Digital Media Advanced Production program is an interdisciplinary program that builds on the Fundamentals of Digital Media Arts certificate and is designed to prepare students for entry and mid-level employment in digital media production.

#### Program Student Learning Outcomes:

- Demonstrate an understanding of pre-production, production and post-production digital media processes.
- Engage creativity and original thinking in the production of a Digital Media Art Production.

REQUIRED COURSES	UNITS
PHOT 33      Photography Studio Lighting	4
PHOT 43      Photoshop and Digital Image Management	3
FILM 25      Introduction to Digital Cinematography	3
Subtotal Units	10

IN ADDITION, complete a minimum of 12-15 units from the courses below:

PHOT 34      Advanced Photography- Applications	4
PHOT 35      Photography for Publication	3
PHOT 37      Portrait Photography	4
PHOT 39      Photography on Location	3
PHOT 41      Professional Photographic Portfolio	4
FILM 21      Intermediate Digital Film Production	3
R_TV 12      Television Lighting	2.5
R_TV 34AD      Music Video Production	2.5
Total Units	22-25

### Certificate of Achievement, Digital Media: Interactive Design and Animation (Plan Code: 3256)

The Digital Media Interactive Design and Animation program builds on the Fundamentals of Digital Media Arts certificate and is designed to prepare students for entry-level and self-employment in interactive media design fields.

#### Program Student Learning Outcomes:

- Demonstrate an understanding of pre-production, production and post-production digital media processes.
- Engage creativity and original thinking in the production of a digital media art production.

REQUIRED COURSES	UNITS
ART 42      Intro/3D & Multimedia Computergraphics	3
ART 43      Beginning Website Design	3



ART 47	Computer Animation and Multimedia	3
ART 56	Introduction to Typography	1.5
Subtotal		10.5

IN ADDITION, complete a minimum of four electives 12-15 units from the courses below:

ART 46	Computer Art & Design in 3D Modeling	3
ART 48	Computer Art & Design for TV and Video	3
ART 49	Special Studies-Computer Art and Design	3
FILM 21	Intermediate Digital Film Production	3
FILM 25	Introduction to Digital Cinematography	3
PHOT 43	Photoshop and Digital Image Management	3
Subtotal		12-15
TOTAL UNITS		22.5-25.5

## Film

### Certificate of Achievement, Digital Filmmaking (Plan Code: 3257)

The Digital Filmmaking program is designed to prepare students for entry-level and self-employment in the film and television fields. Students are given basic skills in all aspects of film and video production & post-production: camera operation, lighting and cinematography, sound recording, video editing, sound design and creation, color correction and visual effects. Emphasis is placed on hands on, experiential learning. Students are given access to professional level equipment to produce both individual and collaborative projects and gain the necessary skills to enter the entertainment workforce.

#### Program Student Learning Outcomes:

- Demonstrate an understanding of concept, design and creation of film projects.
- Demonstrate an ability to work collaboratively to produce film projects.
- Engage creativity and original thinking in the production of a film project.
- Develop a career path in the film and television industry.

REQUIRED CORE COURSES		UNITS
FILM 1	Introduction to Film Studies	3
FILM 20	Fundamentals of Digital Film Production	3
FILM 25	Introduction to Digital Cinematography	3
R_TV 216AC	Non-Linear Video & Film Editing	2.5
R_TV 70	Fieldwork in Radio/Television	3
MUSIC 60	Pro Tools (Digital Audio Recording/Edit)	2.5
Subtotal Units		17
IN ADDITION, complete SIX (6) UNITS from the following:		
ART 48	Computer Art & Design for TV and Video	3
FILM 21	Intermediate Digital Film Production	3
FILM 40	Introduction to Screenwriting	3
Subtotal Units		6
TOTAL UNITS		23

## **Kinesiology**

### **Certificate of Accomplishment, Personal Trainer (Plan Code: 4700)**

This certificate prepares students for national certification testing and is recognized in the Greater Long Beach area for enhanced employment opportunities in the field of personal training.

REQUIRED COURSES	UNITS
KINPP 70A     Exercise Science & Fitness Assessment	3
KINPP 70B     Fitness Program Design & Instruction	3
KINPP 230     Fieldwork Observation in Kinesiology	3
KINPP 233     Techniques of Strength and Conditioning	3
KINPP 23      First Aid and Safety	3
F_N 26        Nutrition for the Active Person	1
Total Units	16

## Linguistics

### Associate of Arts, Linguistics (Plan Code: 1398)

The mission of the Linguistics program at LBCC is to provide students with discipline specific skills and knowledge for transfer to a 4 year college or university. Since language in some form lies at the root of most human activities, commitment to a strong linguistics program is critical to the college's mission to "promote equitable student learning and achievement, academic excellence, and workforce development by delivering high quality educational programs and support services to our diverse communities."

#### Program Student Learning Outcomes:

- Demonstrate knowledge and analytical skills concerning the nature and function of language.
- Demonstrate awareness of the nature of language and its role in human society, describe theories of language and how theories relate to data, and analyze linguistic structures and their functions.

REQUIRED COURSES	UNITS
LING 1      Linguistics 1	3
LING 3      Introduction to World Languages	3
PHIL 12     Introduction to Logic	3
PSYCH 1    Introduction to Psychology	3
Subtotal Units	12

IN ADDITION, complete at least 6-10 units from the following courses:

CDECE 58    Language and Literacy in Early Childhood	3
COMM 25    Elements of Intercultural Communication	3
ENGL 24    College Grammar	4

*Second semester or higher of any foreign language:*

SIGN 2B    American Sign Language, Intermediate 2	3
CHIN 2     Elementary Chinese 2	5
FREN 2     Elementary French	5
FREN 2C    French 2 for Spanish Speakers	5
FREN 3     Intermediate French	5
FREN 4     Intermediate French	5
FREN 25A   Advanced French: Culture in Literature	3
GER 2      Elementary German	5
ITAL 2     Elementary Italian	5
ITAL 2C    Elementary Italian for Spanish Speakers	5
ITAL 4     Intermediate Italian	5
JAPAN 2    Elementary Japanese	5
JAPAN 3    Intermediate Japanese	5

JAPAN 4	Intermediate Japanese	5
KHMER 9	Khmer for Heritage Speakers	5
KHMER 10	Khmer for Heritage Speakers	5
SPAN 2	Elementary Spanish	5
SPAN 3	Intermediate Spanish	5
SPAN 4	Intermediate Spanish	5
SPAN 8	Spoken Spanish	3
SPAN 9	Spanish for Spanish Speakers	5
SPAN 9H	Honors Spanish for Spanish Speakers	5
SPAN 10	Spanish for Spanish Speakers	5
SPAN 10H	Honors Spanish for Spanish Speakers	5
SPAN 25A	Advanced Spanish: Culture in Literature	3
SPAN 25B	Advanced Spanish: History	3
SPAN 25C	Advanced Spanish: Politics, Current Events	3
SPAN 25D	Advanced Spanish: Literature	3
Subtotal Units		6-10
TOTAL UNITS		18-22

## Welding

### **Certificate of Accomplishment, Advanced Arc Welding (SMAW and FCAW) (Plan Code: 4986)**

The Welding Technology Certificate of Accomplishment in Advanced Arc Welding will emphasize advanced welding skills in the SMAW (Shielded Metal Arc Welding) and FCAW (Flux Core Arc Welding) processes. Course work includes a comprehensive study with an emphasis on application of fundamental welding techniques and safe industry practices.

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

- Demonstrate advanced level skills to produce quality welds in the flat, horizontal, vertical, and overhead positions using various arc welding processes.

REQUIRED COURSES	UNITS
WELD 213 Intro to Semi-Automatic Welding	4
WELD 483 Gas Metal Arc/Flux Core Arc Welding	2
WELD 415 SMAW Flat/Horz Open Root Groove Welds	2
WELD 416 SMAW Vert & O/H Open Root Groove Welds	2

IN ADDITION, Complete 6 units from the following courses:

WLED 221 Arc Welding Structural Certification	3
OR	
MTFAB 260 Blueprint Reading for Metal Fabrication	3
OR	
MTFAB 270 Metallurgy	3
<b>Total Units</b>	<b>16</b>

### **Certificate of Accomplishment, Gas Tungsten Arc Welding (GTAW) (Plan Code: 4989)**

The Welding Technology Certificate of Accomplishment in Gas Tungsten Arc Welding (GTAW) is designed for those interested in entry level welding skills to required GTAW Aluminum, low carbon, and stainless steels. Course work includes a comprehensive study with an emphasis on application of fundamental welding techniques and safe industry practices.

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

- Demonstrate advanced level skills to produce quality welds in the flat, horizontal, and vertical positions using the GTAW (Gas Tungsten Arc Welding) process.

REQUIRED COURSES	UNITS
WELD 214 Introduction to Gas Tungsten Arc Welding	4
WELD 480 Welding (Inert Gas)	2
WELD 482 Gas Tungsten ARC Welding Basic Joints	2
MTFAB 260 Blueprint Reading for Metal Fabrication	3
<b>Total Units</b>	<b>11</b>

**Certificate of Accomplishment, Shielded Metal Arc Welding (SMAW) (Plan Code: 4991)**

The Welding Technology Certificate of Accomplishment in Shielded Metal Arc Welding (SMAW) is designed for those interested in welding structural steel. Course work includes a comprehensive study with an emphasis on application of fundamental welding techniques and safe industry practices.

**Program Student Learning Outcomes:**

- Demonstrate advanced level skills to produce quality welds in the flat, horizontal, vertical, and overhead positions using the SMAW (Shielded Metal Arc Welding) process.

REQUIRED COURSES	UNITS
WELD 212 Introduction to Shielded Metal Arc Welding	4
WELD 221 Arc Welding Structural Certification	3
MTFAB 260 Blueprint Reading for Metal Fabrication	3
IN ADDITION, complete 4 units from the following courses:	
WELD 410 Welding (ARC)	2
OR	
WELD 413 SMAW Flat/Horz Groove Welds with Backing	2
OR	
WELD 414 SMAW Vert and OV/HD Grv Welds w/ Backing	2
Total Units	14

## **Program Student Learning Outcomes**

### **Administration of Justice Certificate of Achievement**

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

- Demonstrate an understanding and ability to analyze crime, policies, procedures and the people that shape the Justice System.

### **Android App Developer Certificate of Accomplishment**

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

- Demonstrate the ability to create, design, and implement java based Android applications (apps) using the Android API.
- Show the skills to create, manage, and use databases and SQL for Android applications (apps).
- Be able to complete the full development process for Android Applications (apps).

### **Athletic Coaching Certificate of Accomplishment**

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

- Develop a statement of philosophy for athletic coaching.

### **Baking and Pastry Arts Certificate of Achievement**

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

- Create yeast bread products to industry standards.
- Create pastry products to industry standards.
- Synthesize the principles and reactions of basic baking ingredients and their properties alone and when combined with other ingredients.
- Demonstrate industry-standard kitchen safety and sanitation practices.

### **Business Communications Certificate of Accomplishment**

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

- Apply effective written, oral, and nonverbal communication techniques to organizational situations.

### **Business Digital Literacy Certificate of Accomplishment**

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

- Differentiate and evaluate the uses and standards of computer hardware.
- Create word processing documents, worksheets, presentations, and print a deliverable.



### **Child Development Permit Spec Child Health Certificate of Accomplishment**

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

- Identify and demonstrate regulations, standards, policies, and procedures related to health, safety, and nutrition in early childhood settings.
- Evaluate environments for both positive and negative impacts on children's health and safety including first aid situations and appropriate responses.
- Describe strategies used to promote health, safety, and nutrition of children and adults in early childhood settings.

### **Child Development Permit Spec Early Literacy Certificate of Accomplishment**

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

- Integrate research-based strategies for language and literacy development into the development of appropriate activities and environments for both first and second language learning young children.
- Evaluate and integrate children's development, characteristics, and needs into literature selection and presentation of books and book related activities.

### **Child Development Permit Spec Family Childcare Certificate of Accomplishment**

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

- Design and diagram a developmentally appropriate learning centered room arrangement in family child care.
- Design and evaluate the environment and day to day policies and procedures for implementing a family childcare program.

### **Child Development Permit Spec Infant/Toddler Certificate of Accomplishment**

- Demonstrate knowledge of developmental concepts and theories pertaining to children birth to 36 months in the physical, cognitive, language, social, and emotional domains.
- Summarize the essential policies and practices of quality infant and toddler programs.

### **Child Development Permit Spec School Age Certificate of Accomplishment**

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

- Plan, prepare, and present appropriate school age activities that support students in the areas of reading, math, science, social studies, dramatic arts, movement, physical education, and children's creative pursuits.
- Evaluate, assess, design, and present methods and integrated activities to encourage the development of self-management skills and school-age learning.
- Compare and contrast written knowledge about the nature of creativity to observed practices and personal experiences with school-age children.

### **Child Development Special Ed Assistant Certificate of Achievement**

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

- Design and evaluate environments and activities that support optimum developmental play and learning activities for an inclusive environment for all children.
- Demonstrate knowledge of applying effective guidance and interaction strategies to support all children's social learning, peer relations, and self-confidence.
- Demonstrate ethical and professional standards when engaging in collaborative learning and reflective practices.

### **CDECE Assistant Teacher Certificate of Accomplishment**

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

- Describe the socialization of the child focusing on the interrelationship of family, school, and community.
- Describe development of children from conception through adolescence in the physical, social, emotional, and cognitive domains.

### **CDECE Associate Teacher Certificate of Accomplishment**

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

- Design, implement, and evaluate environments and activities that support optimum developmental outcomes for young children.
- Demonstrate care and teaching practices for young children that integrate assessment, theory, and practices.

### **CDPS Child w/ Exceptional Need Certificate of Accomplishment**

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

- Classify service referral options specific to family needs.
- Explain various exceptionalities and conditions of children and identify interventions based on the developmental continuum.
- Design curriculum strategies based on children's individual needs in an inclusive and natural environment.

### **College and Workplace Readiness Certificate of Competency**

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

- Read and write at a high school-proficient level.
- Solve mathematical problems at a pre-transfer level.

### **Comp & Office Skills Certificate of Accomplishment**

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

- Operate basic computer hardware and applications.
- Create a variety of documents using Office Suite Software.
- Keyboard at least 25 words per minute for 3 minutes with 3 or fewer errors.

### **Computer Hardware Tech Certificate of Accomplishment**

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

- Analyze common software and hardware problems on personal computers.
- Distinguish and explain the introductory core computer and IT concepts and technology that are used personally, in society, in government, and business.

### **Computer Networking Tech Certificate of Accomplishment**

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

- Distinguish the differences between local area networks and wide area networks from a hardware and protocol point of view.
- Compare and contrast various wired and wireless networking technologies.

### **Computer Science Certificate of Achievement**

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

- Demonstrate a knowledge of common algorithms, their performance, and what applications to use them for.
- Create computer programs with object oriented design principles and demonstrate a solid understanding of the practice of programming.
- Articulate the basic structures of a processor and their relation to each other and performance and demonstrate an understanding of assembly language.

### **Computer Security & Networking Certificate of Achievement**

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

- Install, configure, manage, and troubleshoot a small office/home office network (wired or wireless).
- Secure wired and wireless networks.
- Install, configure, and manage client and server operating systems.
- Harden servers against intrusion.

### **Computing & Internet Literacy Certificate of Accomplishment**

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

- Distinguish and explain the introductory core computer and information technology concepts and technology that are used personally, in society, in government, in education, and in business.
- Create a variety of documents using Office Suite Software.
- Formulate and practice skills to use the resources available on the Internet for research and everyday use in personal and office settings.

## **Curriculum Early Child Ed Certificate of Accomplishment**

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

- Demonstrate skills in analyzing resources and approaches to selecting and developing science and mathematic activities and curriculum for young children.
- Plan and demonstrate developmentally appropriate, culturally relevant, and respectful music and movement activities.
- Develop and organize a comprehensive art and creativity portfolio which includes developmentally appropriate activities to engage children with open-ended materials.

## **Customer Support Certificate of Achievement**

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

- Apply effective written, oral, and nonverbal communication principles and techniques to organizational situations.
- Develop effective communication skills to satisfy customers' needs and wants, build relationships, and provide superior service.
- Distinguish and explain the introductory core computer and IT concepts and technology that are used personally, in society, in government, and in business.
- Analyze common operational usability problems and formulate an appropriate solution.

## **Cyber Security Certificate of Accomplishment**

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

- Set up and construct a secure peer-to-peer and client server network
- Secure mobile devices and wireless networks.
- Examine general security concepts and communication security.
- Use forensic tools to extract digital evidence.
- Harden networks against reconnaissance and penetration.

## **Data Entry Certificate of Accomplishment**

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

- Demonstrate speed and accuracy proficiency by typing a minimum of 8,000 keystrokes per hour with five or less errors on a five-minute Alphanumeric Timing.
- Identify and use the appropriate software to accurately and ethically enter, edit, and manipulate the data from a source document.

## **Database Management Certificate of Achievement**

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

- Analyze the data needs an organization or company, and determine how to best organize and store the data in logical, secure and accessible structures.
- Design web applications to access and manipulate data using MS access, MySQL, MS SQL Server and PHP.
- Understand the roles and responsibilities of a database administrator, and how to diagnose and troubleshoot systems.

### **Early Childhood Ed Certificate of Achievement**

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

- Design, implement, and evaluate environments and activities that support optimum developmental outcomes for young children.
- Demonstrate care and teaching practices for young children that integrate assessment, theory, and practice.
- Critically assess the components of linguistically and culturally relevant, inclusive, age appropriate, anti-bias approaches in promoting learning and development.

### **Electrical Technology Certificate of Achievement**

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

- Analyze different types of power distribution systems and apply these systems in a design environment.
- Design commercial building blueprint design project: applying motor, transformer, power distribution and short-circuit calculations meeting all the requirements of the National Electrical Code.
- Design and evaluate control system programs for the operation of automation systems, including timing, counting, sequential and process control operations.

### **English Creative Writing Associate of Arts Degree**

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

- Compose poems and short works of fiction using various forms and techniques.

### **English Language & Literature Associate of Arts Degree**

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

- Develop and sustain a coherent interpretation of literature that acknowledges historical and cultural contexts.

### **Family Development Certificate of Accomplishment**

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

- Analyze the core principles underlying the empowerment and the strength-based family support approach to family development.
- Synthesize family development principles.

### **Foreign Languages Certificate of Achievement**

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

- Students will demonstrate reading comprehension at the appropriate level in the target language.
- Students will demonstrate aural comprehension at the appropriate level in the target language.
- Students will formulate ideas orally at the appropriate level in the target language.
- Students will formulate ideas in writing at the appropriate level in the target language.

## **Fundamentals of Digital Media Arts Certificate of Accomplishment**

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

- Produce professional quality digital media projects that demonstrates comprehension of visual design, digital production skills and an understanding of multi-disciplinary collaboration.
- Develop a foundation of skills across photography, graphic design, filmmaking and postproduction using digital technologies.
- Analyze, interpret, and exercise critical judgment in the evaluation of Digital Media Projects.

## **Graphic Design of Accomplishment**

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

- Produce professional quality graphic design projects that demonstrate comprehension of visual design, digital production skills and an understanding of multi-disciplinary collaboration.

## **Horticulture Certificate of Achievement**

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

- Distinguish 100 landscape plants suitable for different landscape situations with proper cultural practices.
- Demonstrate safe and efficient competence with hand and power tools used in the trade.
- Demonstrate fundamental technical skills to cultivate and manage edible and ornamental plants in horticultural production systems.
- Demonstrate fundamental landscaping principles to layout and install residential gardens.

## **Law Office Procedures Certificate of Accomplishment**

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

- Demonstrate knowledge of general law office procedures, client communication, research, ethics, and court filing procedures. Ability to locate, access and prepare Judicial Council and State and local court forms and to prepare pleadings. General knowledge of these forms and procedures in the areas of civil litigation, family law, probate, landlord/tenant, and corporations.

### **Library Technician Associate of Arts Degree**

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

- Students will identify and synthesize the theoretical knowledge and practical skills of all components of a working library in regards to their standards, principles, organization, and practices.
- Develop the necessary skills to access and evaluate information from various sources and demonstrate the skills required to work and perform at the level of a library technician. Examine and compare information from various sources to evaluate reliability, validity, accuracy, authority, timeliness, and point of view or bias.

### **Library Technician Certificate of Achievement**

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

- Students will identify and synthesize the theoretical knowledge and practical skills of all components of a working library in regards to their standards, principles, organization, and practices.
- Develop the necessary skills to access and evaluate information from various sources and demonstrate the skills required to work and perform at the level of a library technician. Examine and compare information from various sources to evaluate reliability, validity, accuracy, authority, timeliness, and point of view or bias.

### **Medical Assistant: Administrative Certificate of Achievement**

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

- Demonstrate administrative medical assistant skills.
- Demonstrate medical office employability skills.

### **Medical Assistant: Administrative/ Clinical Certificate of Achievement**

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

- Demonstrate clinical patient skills.
- Demonstrate administrative patient skills.
- Demonstrate medical office employability skills.

### **Medical Assistant: Clinical Certificate of Achievement**

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

- Demonstrate clinical medical assistant skills.
- Demonstrate medical office employability skills.

### **Metal Fabrication Technology Adv Skills Certificate of Achievement**

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

- Analyze and apply software to design a sheet metal part and export it to the CNC plasma table in the proper vector format.
- Design and fabricate an advanced sheet metal project involving two different pieces of CNC fabrication equipment.

## **Metal Fabrication Technology Core Skills Certificate of Achievement**

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

- Perform a common sheet metal layout and fabrication project.
- Perform common metal fabrication using power machinery to produce a fabrication project.
- Demonstrate the ability to read and interpret construction blueprints.

## **Microsoft Office Certificate of Accomplishment**

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

- Distinguish and explain the introductory core computer and IT concepts and technology that are used personally, in society, in government, in education, and in business."
- Create a variety of documents using Office Suite Software.

## **Microsoft Windows Network Tech Certificate of Accomplishment**

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

- Set up and construct a secure peer-to-peer and client server network.
- Install, configure, and backup mobile devices.
- Understand Operating System Configurations.
- Understand server roles.

## **Network Cabling Specialist Certificate of Accomplishment**

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

- Build a fiber and copper corporate backbone network between a Main Telecommunications closet and a Distributed Telecom closet and test all connectivity by placing data hosts at both ends and run connectivity tests between them.
- Provide a completed documentation system that will be usable by any industry professional in the data and telephony field, for the service of any moves, adds and changes on that same infrastructure.

## **R/TV Broadcast News Certificate of Achievement**

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

- Integrate and arrange script, graphics, B-roll, music and soundbites into an industry ready newscast segment.
- Critically assess the responsibilities of various creative and technical staff positions and evaluate the importance of each to the production.
- Analyze the elements of pre-production, production, and post-production to create an industry ready news segment.



### **R/TV Multimedia Production Certificate of Achievement**

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

- Demonstrate collaboration skills related to personnel and time lines for an industry ready radio, television or multimedia segment.
- Critically assess the responsibilities of various creative and technical staff positions and evaluate the importance of each to the production.

### **R/TV Performance Certificate of Achievement**

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

- Analyze and demonstrate the physical characteristics of on-air talent required to make an industry-ready production segment.
- Critically assess the responsibilities of various creative and technical staff positions and evaluate the impact of each to the production.

### **R/TV Producer Certificate of Achievement**

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

- Demonstrate collaboration skills related to personnel and time lines for an industry-ready radio or television segment.
- Critically assess the responsibilities of various creative and technical staff positions and evaluate the importance of each to the production.

### **Robotic Welding Automation Certificate of Accomplishment**

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

- Safely operate common robotic welding automation systems while performing basic programming and welding functions."
- Perform common programming and production functions of robotic welding automation systems."

### **Solar Photovoltaics Install Certificate of Accomplishment**

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

- Design a residential solar photovoltaic electrical system that meets all National Electrical Code requirements.
- Analyze performance of solar photovoltaic electrical system, and safely fine-tune system for optimal performance.

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

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

- Students will demonstrate reading comprehension at the appropriate level in the target language.
- Students will demonstrate aural comprehension at the appropriate level in the target language.
- Students will formulate ideas orally at the appropriate level in the target language.
- Students will formulate ideas in writing at the appropriate level in the target language.

## **UNIX Network Administrator Certificate of Accomplishment**

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

- Install, configure, and secure a Linux server.
- Install, configure and secure a Linux network and services.
- Describe and document a Linux network in relation to the OSI model.

## **Web Development Certificate of Achievement**

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

- Create websites by employing several web design tools and programming languages.
- Demonstrate and apply effective web development skills for a variety of industries and organizational situations.