*Please Note:*

* *Replace all italicized text**with your own input and then* un-italicize it.*.*

# Long Beach City College Chancellor’s Office Narrative (CON) ***Degree Name, Associate Degree for Transfer***

***Current Year***

***Home CAP (***[***locate at this link***](https://www.lbcc.edu/explore-our-programs)***)***

***Overarching Program (***[***locate at this link***](https://www.lbcc.edu/explore-our-programs)***)***

**Chancellor’s Office Templates for Approved Transfer Model Curriculum (TMC)**

The Chancellor’s Office develops a template for each approved TMC. The templates are located on the Chancellor’s Office Educational Services and Support Division webpage under [Templates for Approved Transfer Model Curriculum.](https://www.cccco.edu/About-Us/Chancellors-Office/Divisions/Educational-Services-and-Support/What-we-do/Curriculum-and-Instruction-Unit/Templates-For-Approved-Transfer-Model-Curriculum) All submissions must include a completed, current template. Faculty must work with the Associate Dean, Academic Services and the Curriculum Chair to complete this template.

***CTE/NonCTE***

***Department Name***

***Degree Name, Associate Degree for Transfer***

**Catalog Description:***i.e.* ***“****The Library Technician Associate in Science is designed to teach the fundamentals of knowledge and skills needed for today’s Library Technicians who will be employed, and are employed, in K-12 school settings. The program is designed to successfully prepare students for employment with entry and mid-level library technician positions in school libraries. It encompasses foundations of library services, youth services, and school-library specific functions.”*

*Includes program requirements, prerequisite skills or enrollment limitations, student learning outcomes, and information relevant to program goal.*

**Program Requirements**

***Required Courses:***

***Complete THREE (3) units from the following:***

*LIB 200, Foundation of Library Services 3 units Fall Yr1*

*LIB 210, Introduction to Access Services 3 units Fall Yr1*

***In addition, completed THREE to FOUR (3-4) units from the following:***

*CDECE 47, Human Development 3 units Fall Yr1*

**Total Major Units:** *XXXX*

MODIFIED TO *(use underline and ~~strikethroughs~~)*

**Required Courses:**

***Complete THREE (3) units from the following:***

*LIB 200, Foundation of Library Services 3 units*  *Fall Yr1*

*LIB 210, Introduction to Access Services 3 units Fall Yr1*

*LIB 220, Introduction to Acquisitions 3 units Fall Yr2*

***In addition, completed THREE to FOUR (3-4) units from the following:***

*CDECE 47, Human Development 3 units Fall Yr1*

**Total Major Units:** *XXXX*

**Codes**

* [1 TOP Code](https://www.cccco.edu/-/media/CCCCO-Website/About-Us/Divisions/Digital-Innovation-and-Infrastructure/Research/Files/TOPmanual6200909corrected12513.ashx?la=en&hash=94C709CA83C0380828415579395A5F536736C7C1)
  + *PASTE CODE & DESCRIPTION*
* [1 CIP Code](https://www.cccco.edu/-/media/CCCCO-Website/About-Us/Divisions/Educational-Services-and-Support/Academic-Affairs/What-we-do/Curriculum-and-Instruction-Unit/Files/CrosswalkTOP6to2010CIP061412pdf.ashx)
  + *PASTE CODE & DESCRIPTION*
* [up to 3 SOC Codes](https://www.bls.gov/soc/2018/soc_2018_manual.pdf)
  + *PASTE CODE & DESCRIPTION*
  + *PASTE CODE & DESCRIPTION*
  + *PASTE CODE & DESCRIPTION*

*Select the most granular SOC Code possible for the classification group. Do not select a code when a more specific code exists.*

**Program Student Learning Outcome(s)**

1. *i.e. “Master the art of sudoku.”*

*Work with your departmental SLO Facilitator to submit the program SLO to the ASLO subcommittee.*

**Program Purpose and Objectives**

*i.e. “The Library Technician Associate of Science Degree is designed to prepare students for employment as paraprofessional library technicians, library assistants, and other library support staff. Students will receive the theory and practical experience needed to earn employment in school, public, special, academic libraries, and related information settings. The Library Technician’s program courses are developed in consultation with employers that assist in advising the program’s trajectory. Students benefit from a curriculum that is designed to prepare them for utilizing automated systems, assist patrons through public access locations and reference services, technical services such as cataloging, circulation, acquisitions, and leadership.”*

*Based on the type of program, your purpose and objectives should include the following:*

* *For CTE Programs: the main competencies students will have achieved that are required for a specific occupation. List the potential careers students may enter.*
* *For Transfer: the preparation of students for one or more baccalaureate majors. Identify the baccalaureate major or related majors. Describe how these courses will meet the lower division requirements of a major at baccalaureate institutions. List the baccalaureate institutions that students will be able to transfer to upon completion of the program.*
* *For Programs Designed to Meet Community Needs: explain in detail how the degree was designed to meet community needs in accordance with the community college mission.*
* *For Selective Programs: describe relevant entry criteria, the selection process for admission to the program, and compliance with provisions of Title 5, sections 55201 and 58106.*
* *If applicable, reference accrediting and/or licensing standards including an explanation of any departures from the standards.*