

# Berkeley City College

## English for Speakers of Other Languages: Advanced

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### Overview

College	BCC - Liberal Arts and Social Sciences
Originator	Gabriel Winer
Award Type	Certificate of Proficiency

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### Codes and Dates

Curriculum Committee Approval Date	9/07/2017
Board of Trustees Date	1/23/2018
Current Effective Date	6/01/2018
Top Code	4930.87 - English as a Second Language - Integrated
CIP Code	32.0108: Developmental/Remedial English.

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### Description

The Advanced Certificate of Proficiency in ESOL verifies that a student has successfully completed a minimum of 10 units and a maximum of 15 units in one of the following patterns: 1) three ESOL core classes (Reading and Writing, Listening and Speaking, and Grammar) at the advanced level; 2) two ESOL core classes at the advanced level, and either an ESOL elective or any college-credit class from any other discipline. Students interested in completing this certificate should consult with the ESOL program chair and a counselor.

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### Career Opportunities

This certificate will help prepare students for vocational programs and job advancement.

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### Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. write clear and effective, well organized, well developed, well edited, and logically sound sentences, paragraphs, and essays, citing sources appropriately
  2. apply active reading strategies in order to comprehend, critically analyze, and explain ideas in texts
  3. express ideas fluently, accurately, and appropriately in spoken American English; demonstrate comprehension of and respond appropriately to spoken American English; and demonstrate knowledge of and use of American cultural conventions in oral communications
  4. use grammatical structures to accurately and effectively express ideas in English
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### Degree Requirements:

**Choose two or three of the following core courses (8-14 units total):**      **Credit Hours:** (0 Required)

ESOL 050A	Advanced Listening and Speaking	4
ESOL 052	Advanced Reading and Writing	6
ESOL 274A	Grammar 4	4

**If you have only taken two of the above courses, the remaining course required for this certificate can be any of the following ESOL electives**

ESOL 268	Pronunciation 4	3
ESOL 294	Vocabulary 4	3

or any college-level class offered at Berkeley City College (2-5 units)

**Total Units**      **Credit Hours:** (10 - 15 Required)

**Total: 10.000 - 15.000**

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# Berkeley City College

## English for Speakers of Other Languages: High Intermediate

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### Overview

College	BCC - Liberal Arts and Social Sciences
Originator	Gabriel Winer
Award Type	Certificate of Proficiency

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### Codes and Dates

Curriculum Committee Approval Date	9/07/2017
Board of Trustees Date	1/23/2018
Current Effective Date	6/01/2018
Top Code	4930.87 - English as a Second Language - Integrated
CIP Code	13.1401: Teaching English as a Second or Foreign Language/ESL Language Instructor.

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### Description

The High Intermediate Certificate of Proficiency in ESOL verifies that a student has successfully completed a minimum of 10 units and a maximum of 15 units in one of the following patterns: 1) three ESOL core classes (Reading and Writing, Listening and Speaking, and Grammar) at the High Intermediate level; 2) two ESOL core classes at the High Intermediate level, and either an ESOL elective or any college-credit class from any other discipline. Students interested in completing this certificate should consult with the ESOL program chair and a counselor.

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### Career Opportunities

This certificate will help prepare students for vocational programs and job advancement.

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### Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. write clear and effective, well organized, well developed, well edited, and logically sound sentences, paragraphs, and essays, citing sources appropriately
  2. apply active reading strategies in order to comprehend, critically analyze, and explain ideas in texts
  3. express ideas fluently, accurately, and appropriately in spoken American English; demonstrate comprehension of and respond appropriately to spoken American English; and demonstrate knowledge of and use of American cultural conventions in oral communications
  4. use grammatical structures to accurately and effectively express ideas in English
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### Degree Requirements:

**Choose two or three of the following core courses (8-14 units total):**      **Credit Hours:** (0 Required)

ESOL 253	Reading and Writing 3	6
ESOL 263A	Listening and Speaking 3	4
ESOL 273A	Grammar 3	4

either another ESOL core class/elective at or above the same level, or any college-credit class from any other discipline.

**If you have only taken two of the above courses, the remaining course required for this certificate can be any of the following ESOL electives**

ESOL 267	Pronunciation 3	3
ESOL 293	Vocabulary 3	3

or any course numbered 1-249 taught in English (2-5 units)

**Total Units**      **Credit Hours:** (10 - 15 Required)

**Total: 10.000 - 15.000**

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# Berkeley City College

## Liberal Arts: Social And Behavioral Sciences

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### Overview

College	BCC - Liberal Arts and Social Sciences
Originator	Timothy Rose
Award Type	A.A. Degree

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### Codes and Dates

State Approval Date	3/12/2016
Curriculum Committee Approval Date	11/15/2018
Board of Trustees Date	1/08/2019
Current Effective Date	8/01/2019
Program Control Number	18597
Top Code	4903.30 - Humanities and Social Sciences
CIP Code	24.0103: Humanities/Humanistic Studies.

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### Description

The A.A. in Liberal Arts with an emphasis in Social and Behavioral Sciences provides students with a broad perspective on human behavior. It is designed to stimulate appreciation for, and understanding of, values, ideas, and artifacts of culture and society. Critical thinking skills and self-understanding through these courses provide a framework for lifelong study in liberal arts. Successful completion of the curriculum in Social and Behavioral Sciences offers students a breadth of knowledge that could be focused into single discipline degrees as well as applied to an interdisciplinary degree. The degree is intended for students who are considering transfer but have not decided on a major or for students who are required to complete a degree for job promotion. In all cases, students should consult with a counselor to develop a program of study.

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### Career Opportunities

Successful completion of the curriculum in Social and Behavioral Sciences offers students a breadth of knowledge that could be focused into single discipline degrees as well as applied to an interdisciplinary degree. The degree is intended for those who are considering transfer but have not decided on a major; those who are required to complete a degree for job promotion; or individuals who may wish to further their education and are considering a major that is interdisciplinary in focus.

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### Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Use discipline-appropriate approaches to critically analyze social problems or processes.
  2. Analyze the consequences of social actions or forces and their impact upon social structure or the individual.
  3. Evaluate the foundations of diversity within the human experience.
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### Degree Requirements:

**Complete 18 units from a minimum of two disciplines from the following list. Credit Hours: (0 Required)**

AFRAM 001	Introduction to African American Studies	3
AFRAM 033	The Roots of African-American Culture	3
ANTHR 001	Introduction to Physical Anthropology	3
ANTHR 001L	Physical Anthropology Laboratory	1
ANTHR 002	Introduction to Archaeology and Prehistory	3
ANTHR 003	Introduction to Social and Cultural Anthropology	3

ANTHR 013	Urban Anthropology	3
ANTHR 018	Introduction to Anthropological Linguistics	3
ANTHR 055	Native American Cultures	3
ASAME 011	Introduction to Asian American and Pacific Islander Studies	3
ASAME 030	Asians and Asian-Americans Through Films	3
ECON 001	Principles of Economics (Macro-Economics)	3
ECON 002	Principles of Economics (Micro-Economics)	3
ETHST 001	Introduction to Ethnic Studies	3
ETHST 002	Theoretical Approaches to Critical Ethnic Studies	3
HIST 001	American Indian History and Culture	3
HIST 002A	History of European Civilization	3
HIST 002B	History of European Civilization	3
HIST 003A	World History to 1500	3
HIST 003B	Modern World History: 1500-Present	3
HIST 007A	History of the United States to 1877	3
HIST 007B	History of the United States Since 1865	3
HIST 019	History of California	3
HIST 021	U.S. Women: A Social History	3
HIST 031	Contemporary Middle East: The Politics of Nationalism	3
HLTED 001	Exploring Health Issues	3
HUSV 117	Introduction to Behavioral Health	3
HUSV 118	Introduction to Social Work and Human Services	3
HUSV 119	Fieldwork: Social Work and Human Services	3
M/LAT 030A	Survey of Latin-American Films	3
M/LAT 030B	Survey of Latin-American Films	3
M/LAT 033	Introduction to Chicana/o and Latina/o Studies	3
POSCI 001	Government and Politics in the United States	3
POSCI 002	Comparative Government	3
POSCI 003	International Relations	3
POSCI 004	Political Theory	3
POSCI 006	The U.S. Constitution and Criminal Due Process	3
POSCI 019	Introduction to Global Studies	3
POSCI 020	Global Issues	3
PSYCH 001A	Introduction to General Psychology	3
PSYCH 006	Social Psychology	3
PSYCH 021	Lifespan Human Development	3
PSYCH 028	Introduction to Research Methods in Psychology	3
SOCSC 002	Introduction to Diversity Issues	3
SOC 001	Introduction to Sociology	3
SOC 002	Social Problems	3
SOC 005	Minority Groups	3
SOC 006	Comparative Social Movements Since the 1960s	3
SOC 007	Sociology of Gender	3

SOC 008	Crime and Deviance	3
SOC 013	Sociology of the Family	3
SOC 018	Sociology of Death and Dying	3
SOC 120	Introduction to Research Methods	3
WS 001	Introduction to Women's Studies	3

*Students must receive a minimum grade of "C" or better in all required core courses and electives in order to qualify for the degree. As this degree alone may not be complete preparation for transfer, students wishing to continue at the UC or CSU system should meet with a counselor to develop a transfer plan which addresses all general education and lower-division transfer requirements.*

**Major Requirements: 18**

**Credit Hours:** (0 Required)

**General Education and Electives: 42**

**Credit Hours:** (0 Required)

**Total Units: 60**

**Credit Hours:** (0 Required)

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# Laney College

## Advanced Carpentry

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### Overview

College	Laney - Career and Technical Education
Originator	Karl Seelbach
Award Type	A.S. Degree

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### Codes and Dates

State Approval Date	8/02/2018
Board of Trustees Date	6/12/2018
Program Control Number	36937
Top Code	0952.10* - Carpentry
CIP Code	46.0201: Carpentry/Carpenter.

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### Description

The program is designed to instruct students with hands on building skills and provide participation in all phases of the construction process, including traditional and new building technologies such as high performance building, sustainability and advanced manufacturing of homes. Carpentry students build new houses and/or remodel existing homes. Carpentry students can apply the Carpentry A.S degree as a portion of work experience needed when applying for a contractors license or gain specific skills for home improvement.

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### Career Opportunities

Jobs as journey level carpenters, home re-modelers and general contractors.

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### Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Communicate effectively in the technical language of the Carpentry/Construction Trades, including written, verbal and mathematical computation skills.
  2. Develop a foundation of core skills necessary to safely operate power tools and equipment used to build, repair and remodel homes to current code requirements.
  3. Analyze building components in order to determine the proper execution of construction or repair.
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### Degree Requirements:

<b>Core Courses (37.5-38.5 units):</b>		<b>Credit Hours:</b> (0 Required)
CARP 206	High Performance Building	3.5
CARP 210	Foundation and Forms Construction	3.5
CARP 211	Beginning Carpentry	3.5
CARP 221	Finish Carpentry	3.5
CARP 223	CAL-OSHA 30-Hour Construction Industry Training for Carpentry	2
CARP 229	Rough Framing	3.5
CARP 230	Stair Building and Framing	2
CARP 231	Roof Framing	3
CARP 232	Residential Plumbing for Carpenters	1.5
CARP 233	Residential Electrical For Carpenters	1.5
CARP 240A	Construction Rehabilitation / Kitchens	2
CARP 240B	Construction Rehabilitation / Bathrooms	2
CONMT 210	Residential Building Codes for Carpenters	3
CARP 207 or	Math for Construction Trades	3
MATH 221	Technical Mathematics	4

**Credit Hours:** (0 Required)

Total Major Units: 37.5 - 38.5

General Education Units: **Credit Hours:** (0 Required) 19

Elective Courses to meet 60 units: **Credit Hours:** (0 Required)

Total Major Units **Credit Hours:** (0 Required) 60

# Laney College

## Associate Of Science Degree In Business Administration For Transfer

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### Overview

College	Laney - Community Leadership
Originator	Kim Glosson
Award Type	AS-T Degree

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### Codes and Dates

State Approval Date	4/25/2013
Board of Trustees Date	9/25/2012
Program Control Number	31871
Top Code	0505.00* - Business Administration
CIP Code	52.0201: Business Administration and Management, General.

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### Description

The Associate in Science in Business Administration for Transfer Degree is designed to prepare students for a seamless transfer with junior status and priority admission to a local CSU campus to a program or major in Business Administration or similar major for completion of a baccalaureate degree. Students are required to complete:

- 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.

(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.

- Obtainment of a minimum grade point average of 2.0. Students must earn a C or better in all courses required for the major or area of emphasis.
- No more than 60 semester units are required.

The Associate in Science in Business Administration for Transfer Degree will also assist Business Administration major students to transfer to a U.C. or other baccalaureate institutions. Students are advised to consult with a counselor to verify transfer requirements.

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### Career Opportunities

can transfer to a four-year university; administrative supervisor; financial analyst; business consultant

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### Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Analyze a business situation and recommend a solution or plan for improvement, applying legal and ethical principles in business decision making.
  2. Obtain information related to the profession using traditional and electronic sources. Synthesize the information into a business report.
  3. Analyze data and prepare common business and personal financial reports.
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### Degree Requirements:

<b>Core Courses (17 units):</b>		<b>Credit Hours:</b>	(0 Required)
BUS 001A	Financial Accounting		4
BUS 001B	Managerial Accounting		4
BUS 002	Introduction to Business Law		3
ECON 001	Principles of Economics (Macro-Economics)		3



ECON 002	Principles of Economics (Micro-Economics)	3
<b>Choose one of the following (3-4 units)</b>		<b>Credit Hours:</b> (0 Required)
MATH 013	or Introduction to Statistics	4
MATH 016A	Calculus for Business and the Life and Social Sciences	3
<b>Require for degree (7 units)</b>		<b>Credit Hours:</b> (0 Required)
BUS 010	Introduction to Business	3
CIS 001	Introduction to Computer Information Systems	4
Total Major Units:		<b>Credit Hours:</b> (0 Required) 27 - 28
IGETC or CSU GE-Breadth Education pattern		<b>Credit Hours:</b> (0 Required) 37 - 39
CSU Transferable General Elective Courses to meet 60		<b>Credit Hours:</b> (0 Required)
Total Units:		<b>Credit Hours:</b> (60 Required) 60
		<b>Total: 60</b>

# Laney College

## California Green & Sustainable Building Standards

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### Overview

College	Laney - Career and Technical Education
Originator	Melissa Mcelvane
Award Type	Certificate of Achievement

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### Codes and Dates

State Approval Date	6/06/2019
Curriculum Committee Approval Date	2/01/2019
Board of Trustees Date	3/26/2019
Current Effective Date	8/01/2019
Program Control Number	38114
Top Code	0957.00* - Civil and Construction Management Technology
CIP Code	46.0412: Building/Construction Site Management/Manager.

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### Description

The Certificate of Achievement in California Green & Sustainable Building fills the gap for students wanting to gain knowledge as it relates to the complex California energy building requirements. Students will learn concepts related to sustainable architecture, California Title 24 Part 6 & 11, green rating systems, and LEED exam preparation. Upon completion, students will be career ready for industry entry level, project/construction management positions.

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### Career Opportunities

project coordinator, project management positions, serve as LEED liaison for project seeking certification, work for general contractors, engineers or architects,

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### Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Communicate in written, oral and visual forms to express the principles of sustainable management .
  2. Analyze Title 24 Energy Compliance Documentation regarding the impact the building design
  3. Analyze architectural, lighting, and HVAC design to determine their effectiveness at meeting or exceeding Title 24 Energy Code Requirements.
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### Degree Requirements:

<b>Core Courses (15 units):</b>	<b>Credit Hours:</b> (15 Required)
ARCH 111 Sustainable Architectural Design	3
CONMT 002 Green Rating Systems for the Built Environment	3
CONMT 003 California Title 24 Part 6 Nonresidential Energy Standards	3
CONMT 004 California Title 24 Part 6 Residential Energy Standards	3
CONMT 008 California Title 24, Part 11 CALGreen	3
<b>Select one course from the following (1 unit):</b>	<b>Credit Hours:</b> (1 Required)
CONMT 006 LEED Green Associate Exam Preparation	1
CONMT 007 LEED AP Exam Preparation	1

**Total: 16**

# Laney College

## Carpentry

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### Overview

College	Laney - Career and Technical Education
Originator	Karl Seelbach
Award Type	Certificate of Achievement

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### Codes and Dates

State Approval Date	7/26/2018
Board of Trustees Date	6/12/2018
Program Control Number	21554
Top Code	0952.10* - Carpentry
CIP Code	46.0201: Carpentry/Carpenter.

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### Description

The program is designed to instruct students with hands on building skills and provide participation in all phases of the construction process, including traditional and new building technologies such as high performance building, sustainability and advanced manufacturing of homes. Carpentry students build new houses and/or remodel existing homes. Carpentry students can apply the Carpentry Certificate as a portion of work experience needed when applying for a contractors license or gain specific skills for home improvement.

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### Career Opportunities

Jobs as journey level carpenters, home re-modelers and general contractors.

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### Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Communicate effectively in the technical language of the Carpentry/Construction Trades
  2. Develop a foundation of core skills necessary to safely operate power tools and equipment used to build, repair and remodel homes to current code requirements.
  3. Analyze building components in order to determine the proper execution of construction or repair.
- 

### Degree Requirements:

<b>Core Courses (22-23 units):</b>	<b>Credit Hours:</b>	<b>(22 - 23 Required)</b>
CARP 206      High Performance Building		3.5
CARP 210      Foundation and Forms Construction		3.5
CARP 211      Beginning Carpentry		3.5
CARP 223      CAL-OSHA 30-Hour Construction Industry Training for Carpentry		2
CARP 229      Rough Framing		3.5
CARP 232      Residential Plumbing for Carpenters		1.5
CARP 233      Residential Electrical For Carpenters		1.5
CARP 207 or    Math for Construction Trades		3
MATH 221      Technical Mathematics		4

**Total: 22.000 - 23.000**

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# Laney College

## ESOL High Beginning

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### Overview

College	Laney - Liberal Arts
Originator	Amanda Price
Award Type	Certificate of Competency

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### Description

The ESOL High Beginning Certificate of Competency verifies that a student has successfully completed three ESOL core classes (Reading and Writing, Listening and Speaking, and Grammar) at the high beginning level. Students interested in completing this certificate should consult with the ESOL department chair and a counselor.

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### Career Opportunities

This certificate will help prepare students for vocational programs and job advancement.

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### Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Demonstrate high beginning skills in English listening, speaking, reading, and/or writing which will allow them to achieve their personal, vocational, and academic goals.
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### Degree Requirements:

#### Courses (min 172 hours):

*Students must complete a minimum of 172 class hours*

ESOL 551	Reading and Writing 1	105
ESOL 561	Listening and Speaking 1	70
ESOL 571	Grammar 1	70

**Noncredit:** (245 Required)

#### Competency Requirement:

Teacher or department will determine if student has met the competencies of the program and document it. 0

**Noncredit:** (0 Required)

**Total: 245**

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# Laney College

## ESOL High Intermediate

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### Overview

College	Laney - Liberal Arts
Originator	Amanda Price
Award Type	Certificate of Competency

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### Description

The ESOL High Intermediate Certificate of Competency verifies that a student has successfully completed three ESOL core classes (Reading and Writing, Listening and Speaking, and Grammar) at the high intermediate level. Students interested in completing this certificate should consult with the ESOL department chair and a counselor.

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### Career Opportunities

This certificate will help prepare students for vocational programs and job advancement.

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### Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Demonstrate high intermediate skills in English listening, speaking, reading, and/or writing which will allow them to achieve their personal, vocational, and academic goals.
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### Degree Requirements:

#### Courses (min 172 hours):

**Noncredit:** (245 Required)

*Students must complete a minimum of 172 class hours*

ESOL 553	Reading and Writing 3	105
ESOL 563	Listening and Speaking 3	70
ESOL 573 or	Grammar 3	70
ESOL 574	Grammar 4	70

#### Competency Requirement:

**Noncredit:** (0 Required)

Teacher or department will determine if student has met the competencies of the program and document it. 0

**Total: 245**

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# Laney College

## Fundamentals of Wood Technology

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### Overview

College	Laney - Career and Technical Education
Originator	Myron Franklin
Award Type	Certificate of Achievement

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### Description

The Fundamentals of Wood Technology Certificate of Achievement offers instruction in woodworking for career-oriented students, and includes access to one of the best-equipped shops in Northern California. Employment-oriented students are assisted in finding work making custom furniture, kitchen cabinets, commercial fixtures, architectural millwork, and a wide variety of other wood products. Instruction is highly individualized and is designed to allow flexibility in learning speed, design experimentation, and areas of emphasis. The two primary goals of all classes are to make each student a safe machine and/or tool user, and to provide the student with the problem-solving tools that relate to four-dimensional wood-based construction.

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### Career Opportunities

Bench carpenter, finisher, installation, shop hand

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### Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. **Skills:** Students will develop a foundation of core skills necessary to effectively use hand tools, operate power tools, create design and layout for projects, and work with software and CNC equipment that is current for the cabinet and furniture making trade.
  2. **Materials and Practices:** Students will identify, analyze, and apply materials of the trade to the appropriate production parameters, creating efficient work flows for shop projects with optimal material use. Students will analyze production processes and apply required techniques in order to meet production standards.
  3. **Communication and Calculate** Students will interpret, analyze, perform mathematical calculations and create architectural drawings and other shop documents used in the contemporary woodworking trade and communicate essential information from these documents to coworkers and clients. Students will use woodworking nonmenclature to communicate effectively in the woodworking field.
  4. **Safety** Students will evaluate, set up and operate woodworking machinery and use hand tools according to safe operational practices and understand the implications of materials as they relate to worker and customer safety and environmental impacts.
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### Degree Requirements:

<b>Core Courses (9 units):</b>	<b>Credit Hours:</b> (9 Required)
WDTEC 010      Wood Technology I	3
WDTEC 010L    Wood Technology Laboratory I	4
WDTEC 011      Furniture Cabinet Layout I	2
<b>Recommended but not required:</b>	<b>Credit Hours:</b> (0 Required)
MATH 221 or    Technical Mathematics *	4
MATH 220G    Technical Mathematics with Trigonometry (Lab) *	1
	<b>Total: 9</b>

\*: A high level MATH course may be substituted.

MATH 220G is the end course of a series; students must complete or show competency of all the concepts covered in MATH 220A-G

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# Laney College

## Management and Supervision

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### Overview

College	Laney - Community Leadership
Originator	Kim Glosson
Award Type	Certificate of Achievement

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### Codes and Dates

State Approval Date	4/09/2018
Board of Trustees Date	1/23/2018
Program Control Number	01147
Top Code	0506.30* - Management Development and Supervision
CIP Code	52.0204: Office Management and Supervision.

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### Description

Management and Supervision certificate combines management theory with day-to-day practical application to achieve organizational goals. Curriculum provides an opportunity for management students to 1) to increase their working knowledge; 2) develop their managerial skills; and 3) understand the multiple roles of managers and functions. Courses also include opportunities for students to role play and address ethical dilemmas based on acquired knowledge and skills.

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### Career Opportunities

Entry level managerial positions or administrative services managers.

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### Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Evaluate how management significantly impacts organizational performance and success.
  2. Develop communication skills to effectively address and resolve work related issues.
  3. Diagnose appropriate motivational theories to actively engage and empower employees.
- 

### Degree Requirements:

<b>Core Courses (18 units):</b>	<b>Credit Hours:</b> (0 Required)
BUS 005      Human Relations in Business	3
BUS 056      Human Resources Management	3
M/SVN 060    Introduction to Management	3
M/SVN 061    Psychology of Management	3
M/SVN 064    Organization and Management	3
M/SVN 082    Essentials of Managerial Communications	3
	<b>Credit Hours:</b> (18 Required)
Total Major Units:	18
<b>Recommended but not required:</b>	<b>Credit Hours:</b> (0 Required)
BUS 038 or    Introduction to Microcomputers and Business Software	4
BUS 043B     Introduction to Microsoft Excel for Business Applications	4
	<b>Total: 18</b>

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# Laney College

## Quality and Regulatory Practices in Biotechnology

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### Overview

College	Laney - Mathematics and Sciences
Originator	Leslie Blackie
Award Type	Certificate of Completion

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### Description

The Certificate in Quality and Regulatory Practices in Biotechnology prepares students to work in a regulated field. Students will explore concepts related to quality control and quality assurance. Key concepts for product safety and quality include the roles of governmental oversight and regulation during discovery, development and manufacturing of products in validation, documentation and regulatory compliance. Students will gain sufficient mastery of the Quality Book of Knowledge to take the CQIA exam administered by the American Society for Quality (ASQ)

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### Career Opportunities

Quality Job titles that align with Certifications include Analyst Initiates and coordinates quality-related data from production, service or process improvement activities and reports these data using statistical techniques. Average salary: \$69,98 Associate: Involved in quality improvement projects but not necessarily full time. Does not necessarily have primary responsibility for traditional quality management, assurance or control activities. Average salary: \$59,036 Auditor: Performs and reports on internal or external quality system audits. Average salary: \$76,979 • Average with certification: \$79,264 • Average without certification: \$71,555 Other titles: Calibration Technician, Reliability/Safety Engineer, Inspector, Specialist, SSupplier Quality Engineer/Professional Technician

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### Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Apply knowledge gained in sufficient mastery of the Quality Body of Knowledge to pass the Certified Quality Improvement Associate exam
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### Degree Requirements:

		<b>Noncredit:</b> (105 Required)	
BIOL 574 and	Quality Practices in Biotechnology		52.5
BIOL 577	Business and Regulatory Practices in Biomanufacturing		52.5
		<b>Total:</b>	<b>105</b>

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# Laney College

## Translating and Interpreting--Spanish

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### Overview

College	Laney - Liberal Arts
Originator	Monique Inciarte
Award Type	Certificate of Achievement

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### Codes and Dates

State Approval Date	9/24/2014
Board of Trustees Date	4/23/2013
Program Control Number	32880
Top Code	2140.00* - Legal and Community Interpretation
CIP Code	16.0103: Language Interpretation and Translation.

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### Description

The Legal and Community Interpreting program offers a four-course Certificate of Achievement in Translation and Interpretation that opens up opportunities for students in the workforce in the legal, health services, and educational fields of translation and interpretation in English and Spanish. It provides an overview and intense practice of skills in the three modes interpretation (sight, consecutive, simultaneous) and translation. The program considers linguistic, cultural and professional expectations in the field, and explores vocational opportunities in different areas: legal, health services, and educational institutions. Classes will be provided online, hybrid form and/or face to face.

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### Career Opportunities

Spanish Legal Interpretation: Criminal and Civil Court Proceedings; Out-of-court Legal Proceedings; Private Attorney Interviews; Law Enforcement Interviews; Administrative Hearings; Public and Social Services Interviews; Community Service Events; K-12 Parent and Student Events. Kaiser Permanent Hospital OUSD Public High School System

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### Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Demonstrate sight translation, consecutive, and simultaneous interpretation and translation skills, as well as appropriate and proficient performance in various official settings.
  2. Employ essential terminology belonging to the legal, health services, and educational fields; distinguish and discriminate between tools and resources, in order to recognize professional best practices.
  3. Create and apply appropriate and effective habits and self-assessments tools and criteria to adequately prepare for unexpected situations in the profession as a translator or interpreter in English and Spanish
  4. Appraise and evaluate translator and interpreter ethics, responsibilities, precepts, and protocol.
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### Degree Requirements:

<b>Core Courses (16 units):</b>	<b>Credit Hours:</b>	<b>(16 Required)</b>
LCI 201 Introduction to Translation and Interpretation – Spanish		4
LCI 202 Sight Translation-Spanish		4
LCI 203 Consecutive Interpretation-Spanish		4
LCI 204 Simultaneous Interpretation-Spanish		4

*Spanish proficiency required.*

**Total: 16**

# Laney College

## Wood Technology

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### Overview

College	Laney - Career and Technical Education
Originator	Myron Franklin
Award Type	A.S. Degree

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### Description

The Associate of Science degree in Wood Technology offers woodworking instruction for career-oriented students. The two primary objectives of the program is to make each student a safe machine and/or tool user, and to provide the student with the problem-solving tools that relate to four-dimensional wood-based construction. Students will learn throughout the program the fundamentals of wood technology: operational machine safety, material classifications, selections and applications, primary fabrication processes and techniques, advanced construction problems and techniques, application of hardware and finishes, modern Computer Numerical Control (CNC) based cabinet manufacturing methodologies. Employment-oriented students are assisted in finding work fabricating custom furniture, kitchen cabinets, commercial fixtures, architectural millwork, and a wide variety of other wood products.

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### Career Opportunities

Bench Carpenter Mill persons Cabinet instillation Finishers CNC operators CNC programmers Cabinet Detailers

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### Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Skills: Students will develop a foundation of core skills necessary to effectively use hand tools, operate power tools, do design and layout for projects, and work with CAD/CAM software and CNC equipment that is current for the cabinet and furniture making industry.
  2. Materials and Practices: Students will identify, analyze, evaluate and apply materials of the trade to the appropriate production standards creating efficient work flows for shop projects with optimal material use.
  3. Communication and Calculate: Students will interpret, analyze and calculate in order to create architectural drawings and other shop documents used in the contemporary woodworking trade and communicate essential information from these documents to coworkers and clients with the appropriate nomenclature.
  4. Safety: Students will evaluate, set up and operate stationary woodworking machines, portable power tools, and hand tools according to safe standard operational practices.
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### Degree Requirements:

<b>Core Courses (21-24 units):</b>		<b>Credit Hours:</b> (0 Required)
WDTEC 010	Wood Technology I	3
WDTEC 010L	Wood Technology Laboratory I	4
WDTEC 011	Furniture Cabinet Layout I	2
WDTEC 020	Wood Technology II	3
WDTEC 020L	Wood Technology Laboratory II	4
WDTEC 021	Furniture Cabinet Layout II	2
WDTEC 223	CAL-OSHA 30-Hour Construction Industry Training for Wood Technology	2
MATH 220G or	Technical Mathematics with Trigonometry (Lab) *	1
MATH 221	Technical Mathematics *	4

**Credit Hours:** (0 Required)

Total Major Units

21 - 24

General Education Requirements

**Credit Hours:** (0 Required)  
19

Electives to meet 60 units

**Credit Hours:** (0 Required)

Total Units:

**Credit Hours:** (60 Required)  
60

**Total: 60**

\*: A high level MATH course may be substituted.

MATH 220G is the end course of a series; students must complete or show competency of all the concepts covered in MATH 220A-G

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# Laney College

## Wood Technology

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### Overview

College	Laney - Career and Technical Education
Originator	Myron Franklin
Award Type	Certificate of Achievement

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### Description

The Certificate of Achievement in Wood Technology offers woodworking instruction for career-oriented students. The two primary objectives of the program is to make each student a safe machine and/or tool user, and to provide the student with the problem-solving tools that relate to four-dimensional wood-based construction. Students will learn throughout the program the fundamentals of wood technology: operational machine safety, material classifications, selections and applications, primary fabrication processes and techniques, advanced construction problems and techniques, application of hardware and finishes, modern Computer Numerical Control (CNC) based cabinet manufacturing methodologies. Employment-oriented students are assisted in finding work fabricating custom furniture, kitchen cabinets, commercial fixtures, architectural millwork, and a wide variety of other wood products.

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### Career Opportunities

Bench Carpenter Mill persons Cabinet instillation Finishers CNC operators CNC programmers Cabinet Detailers

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### Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. **Skills:** Students will develop a foundation of core skills necessary to effectively use hand tools, operate power tools, do design and layout for projects, and work with CAD/CAM software and CNC equipment that is current for the cabinet and furniture making industry.
  2. **Materials and Practices:** Students will identify, analyze, evaluate and apply materials of the trade to the appropriate production standards creating efficient work flows for shop projects with optimal material use.
  3. **Communication and Calculate:** Students will interpret, analyze and calculate in order to create architectural drawings and other shop documents used in the contemporary woodworking trade and communicate essential information from these documents to coworkers and clients with the appropriate nomenclature.
  4. **Safety:** Students will evaluate, set up and operate stationary woodworking machines, portable power tools, and hand tools according to safe standard operational practices.
- 

### Degree Requirements:

<b>Core Courses (21-24 units):</b>		<b>Credit Hours:</b> (21 - 24 Required)
WDTEC 010	Wood Technology I	3
WDTEC 010L	Wood Technology Laboratory I	4
WDTEC 011	Furniture Cabinet Layout I	2
WDTEC 020	Wood Technology II	3
WDTEC 020L	Wood Technology Laboratory II	4
WDTEC 021	Furniture Cabinet Layout II	2
WDTEC 223	CAL-OSHA 30-Hour Construction Industry Training for Wood Technology	2
MATH 220G or	Technical Mathematics with Trigonometry (Lab) *	1
MATH 221	Technical Mathematics *	4

**Total: 21.000 - 24.000**

\*: A high level MATH course may be substituted.

MATH 220G is the end course of a series; students must complete or show competency of all the concepts covered in MATH 220A-G

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# Laney College

## ESOL Intermediate

### Overview

College	Laney - Liberal Arts
Originator	Amanda Price
Award Type	Certificate of Competency

### Description

The ESOL Intermediate Certificate of Competency verifies that a student has successfully completed three ESOL core classes (Reading and Writing, Listening and Speaking, and Grammar) at the intermediate level. Students interested in completing this certificate should consult with the ESOL department chair and a counselor.

### Career Opportunities

This certificate will help prepare students for vocational programs and job advancement.

### Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Demonstrate intermediate skills in English listening, speaking, reading, and/or writing which will allow them to achieve their personal, vocational, and academic goals.

### Degree Requirements:

<b>Courses (min 172 hours):</b>	<b>Noncredit:</b> (245 Required)
<i>Students must complete a minimum of 172 class hours</i>	
ESOL 552      Reading and Writing 2	105
ESOL 562      Listening and Speaking 2	70
ESOL 572      Grammar 2	70
<b>Competency Requirement:</b>	<b>Noncredit:</b> (0 Required)
Teacher or department will determine if student has met the competencies of the program and document it.	0
<b>Total: 245</b>	

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# Merritt College

## Health Navigator

### Overview

College  
Originator  
Award Type

Merritt - Division III  
Julie Shieh  
Certificate of Achievement

### Description

The Health Navigator Certificate of Achievement program prepares students with the knowledge, skills, and attributes necessary for obtaining work in the fields of healthcare, public health, and human/social services. Working with case managers and other team members, Health Navigators provide guidance, health assessments, health education, health outreach, and community resource referrals to support a client's disease management, lifestyle management, and care coordination. They act as a bridge between the patient, the family, the community, the healthcare team, and the healthcare system. This program can be completed within one year, culminating in a Certificate of Achievement upon satisfactory completion of all requirements.

### Career Opportunities

This certificate prepares students for the many careers related to the title 'Health Navigator,' including, but not limited to: Community Health Workers, Patient (Care) Navigators, Patient Services Advocate, Patient Service Representatives, Human Service Workers, Community Liaisons, and Community Health Advocates.

### Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Demonstrate job readiness by conducting a client-centered interview and applying health navigator core competencies, emotional intelligence, and effective communication skills to clients with diverse backgrounds and barriers to care.
2. Demonstrate job readiness by conducting a client-centered interview using metrics/data for validating value-added services and providing community resources and social service referrals to support formerly incarcerated clients, survivors of trauma, and/or clients with chronic conditions.

### Degree Requirements:

<b>Major Core Courses</b>		<b>Credit Hours:</b>	<b>(0 Required)</b>
HLTOC 150	Introduction to Health Care Careers		2
HLTOC 101	Medical Terminology		3
HLTOC 263	Communication Skills for the Health Care Professional		3
HLTOC 261	Health Navigator I		2
HLTOC 260	Emotional Intelligence		2
HLTOC 264	Chronic Condition Management		2
HLTOC 262	Health Navigator II		3

### Course Sequence

**Credit Hours:**

**Total: 17**

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# Merritt College

## Natural History

### Overview

College	Merritt - Division II
Originator	Bradley Balukjian
Award Type	Certificate of Proficiency

### Codes and Dates

Curriculum Committee Approval Date	11/15/2018
Board of Trustees Date	1/08/2019
Current Effective Date	6/01/2019
Top Code	0408.00 - Natural History
CIP Code	30.9900: Multi/Interdisciplinary Studies, Other.

### Description

The Natural History Certificate of Proficiency program consists of a selection of Natural History lecture and field courses which, when completed, will give students both a broad and basic, as well as specific knowledge of the physical and biological components of selected ecosystems at local, regional and global levels. Students will attain basic and specific knowledge and understanding of the following subject areas in each course: geography, climate and weather, geology, geologic history, geomorphology, flora, fauna, plant and animal communities, ecological interactions and processes, conservation, history and culture. A Certificate of Proficiency will be awarded upon satisfactory completion of 10 units from the courses listed. The Certificate of Proficiency is not indicated on the student's transcript.

### Career Opportunities

The Natural History Certificate of Proficiency prepares students for entry-level jobs, provides for job-advancement and continuing education and professional development requirements, and supports docent training with both public and private agencies and companies. These include museums, nature centers, public schools and community colleges, ecotourism company guides, Nature Conservancy Preserves and the University of California Natural Reserve System, environmental consultants, and local, state and national park and national forest interpretive sites and visitor centers.

### Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Contrast and compare climates in local, regional and global settings and predict the characteristics of the ecosystems, both their physical and biotic components, which these climates produce.
2. Explain the origins of an extant landscape based on knowledge of the geology and geologic processes which exist and have been in effect in an ecosystem during geologic time, such as plate tectonics.
3. Elucidate ecological relationships between the various members of the biota of any ecosystem under consideration, both in food chains and webs and in biogeochemical cycles.
4. Evaluate conservation strategies in different regional and global ecosystems based on both the resources and the cultural characteristics of the people involved.

### Degree Requirements:

**Students must complete 10 units from the following list of courses for the Certificate:** (10 Required)

California Courses		Credit Hours:	(0 Required)
BIOL 062K	Natural History of the Ancient Bristlecone Pine Forest	1.5	- 2
BIOL 062R	Ecology of Yosemite Valley	1.5	
BIOL 062S	Natural History of the Islands of California	2	
BIOL 062T	Ecology of Mono Lake and the Mono Craters	1.5	



BIOL 062U	Natural History of the Giant Sequoia in Yosemite and Sequoia/Kings Canyon National Parks	1.5
BIOL 062V	Ecology of the Mammoth Lakes Sierra and the Ritter Range	1.5
BIOL 062X	Natural History of Headwaters Forest	1.5
BIOL 080D	Ecology of the California Condor	1.5

**Other State Courses****Credit Hours:** (0 Required)

BIOL 062W	Natural History of the Ice Age National Scenic Trail and Ice Age National Scientific Reserve, Wisconsin	1
BIOL 062Y	Natural History of Arches National Park	1

**International Courses****Credit Hours:** (0 Required)

BIOL 065C	Natural History and Gaucho Culture of Uruguay	1
BIOL 065D	Natural History of New South Wales, Australia	1
BIOL 065F	Natural History of Tahiti (French Polynesia)	1

**Indians and the Environment****Credit Hours:** (0 Required)

NATAM 076E	California Indian Ecology on the Central Coast	1.5
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**Total: 10**

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# Merritt College

## Transitional Kindergarten (TK)

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### Overview

College  
Originator  
Award Type

Merritt - Division I  
Jennifer Briffa  
Certificate of Achievement

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### Description

The Transitional Kindergarten (TK) Program is designed to prepare students who are interested in becoming Transitional Kindergarten teachers with the necessary Early Childhood Education units required by the Department of Education to fulfill the requirements of the position. This specialization option under the Child Development Department provides comprehensive knowledge of the California Preschool Learning Foundations and Frameworks as well as instruction in effective behavior management strategies, for working with children from diverse cultural backgrounds, and knowledge of how to create quality curriculum and environments for young children. This program is designed both for credentialed teachers who want to earn the Early Childhood Education units necessary to qualify as a transitional Kindergarten teacher and for current preschool teachers who want to deepen their understanding of the Preschool Foundations and Frameworks. A Certificate of Achievement will be awarded upon successful completion of the courses specified below. The program can be completed in two semesters.

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### Career Opportunities

Based on all available data, there appears to be an undersupply of Transitional Kindergarten Teachers compared to the demand for this cluster of occupations in the Bay region. The gap is about 838 students annually in the Bay region. The career opportunities for teachers with an elementary teaching credential expands to Transitional Kindergarten teacher with the addition of 24 Child Development units. The following SOC codes are relevant to this program. 399011 Childcare Workers 252011 Preschool Teachers, Except Special Education 252051 Special Education Teachers, Preschool 119031 Education Administrators, Preschool and Childcare Center/Program 251081 Education Teachers, Postsecondary 259041 Teacher Assistants

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### Program Learning Outcomes

Upon successful completion of this program, students will be able to:

1. Identify, evaluate and develop developmentally and culturally appropriate practices and curriculum for preschool aged children.
  2. Expand on knowledge and ability to work with diverse children, families and communities
  3. Communicate effectively orally, and in writing on relevant topics in the field of Early Care and Education specific to preschool aged children.
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### Degree Requirements:

**Credit Hours:** (10 Required)

CHDEV 201 and	California Preschool Learning Foundations: English Language Development	1
CHDEV 202 and	California Preschool Learning Foundations: Literacy	1
CHDEV 203 and	California Preschool Learning Foundations: Math	1
CHDEV 204 and	California Preschool Learning Foundations: Performing Arts	1
CHDEV 205 and	California Preschool Learning Foundations: Science	1
CHDEV 206 and	California Preschool Learning Foundations: Visual Arts	1
CHDEV 207 and	California Preschool Learning Foundations: Social and Emotional Development	1
CHDEV 208 and	Strategies for Working with Challenging Behaviors	3

**Total: 10**

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