

Berkeley City College

Introduction to Motion Graphics

Overview

College
Originator
Award Type

BCC - Business/STEM/Media Art
Mary Clarke-Miller
Certificate of Completion

Description

This certificate builds skills in motion graphics utilizing both 2D and 3D skills.

Career Opportunities

Production artist, motion graphic designer, graphic designer, presentation specialist

Program Learning Outcomes

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

1. Demonstrate knowledge of the use of digital multimedia equipment and/or software programs for creating and editing multimedia works in basic motion graphics.
 2. Demonstrate the use of digital art techniques to generate creative solutions to problems expand and transform imagery and ideas into meaningful multimedia works, as appropriate to the certificate.
-

Degree Requirements:

Required courses

Noncredit: (262.5 Required)

MM/DI 501A	Introduction to Digital Illustration	52.5
MMART 505A	Introduction to Motion Graphics	70
MM/DI 515A	Introduction to 3D Motion Graphics	70
MM/DI 550	Design Studio Practice	70

Total: 262.5

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Berkeley City College

Introduction to Motion Graphics

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Degree Requirements:

Required courses

Noncredit: (262.5 Required)

MM/DI 501A	Introduction to Digital Illustration	52.5
MMART 505A	Introduction to Motion Graphics	70
MM/DI 515A	Introduction to 3D Motion Graphics	70
MM/DI 550	Design Studio Practice	70

Total: 262.5

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College of Alameda

Art Fundamentals

Overview

College
Originator
Award Type

COA - Science, Technology, Engineering, Art, and Mathematics
John Drew Burgess
Certificate of Accomplishment

Description

A Certificate of Completion may be awarded upon the successful completion of three non-credit courses. Students are encouraged to pursue these courses in advance of entry to a credit program or as an individualized pursuit of a career in art, self-enrichment, or for engagement in community service.

Career Opportunities

Students with skills in the fundamentals of art may enter degree programs to pursue multiple careers in the field of art or gain skills to enhance job opportunities with local art venues, professional artists, or seek independent opportunities in conjunction with local labs such as the College of Alameda FABLAB.

Program Learning Outcomes

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

1. Students will be able to analyze works of art
2. Students will be able to demonstrate basic processes of drawing, painting and mixed media.
3. Students will be able to synthesize artistic elements, principles, and problem solving to engage with the world.

Degree Requirements:

Select three courses from the list below:

Noncredit: (70 - 105 Required)

ART 520 or	Beginning Drawing and Composition	105
ART 550 or	Beginning Painting	105
ART 590 or	Mixed Media	105
ART 560	Beginning Painting: Watercolor	70

Total: 70.000 - 105.000

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College of Alameda

Associate of Arts Degree in Liberal Arts: Arts and Humanities

ITEM 1. Program Goals and Objectives

The Liberal Arts AA Degree is designed to expose students to a wide variety of subjects and perspectives at the postsecondary level who wish a broad knowledge comprising of the arts, humanities, natural sciences, and social sciences plus additional coursework in an “Area of Emphasis”. These areas of emphases are an ideal choice for students planning on obtaining a local degree or on transferring to the California State University or University of California as the student can satisfy their general education requirements, plus focus on transferable course work that relates to majors at CSU or UC

Program Student Learning Outcomes

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

1. Develop knowledge of their own critical thinking skills and processes.
2. Recognize the effects of their communication skills on others' perceptions of themselves.
3. Develop an awareness of the manifold perspectives of the diversity of peoples and cultures that surround them.

ITEM 2. Catalog Description

The Liberal Arts Degree: Arts and Humanities is a group of courses emphasizing the human condition - its limits, potential and creative expressions - through the study of cultural, literary and artistic expression of human beings. Students will evaluate and interpret the ways in which people through the ages in different cultures have responded to awareness of themselves and the world around them in artistic and cultural creation. Students will also learn to value aesthetic understanding and incorporate it when constructing value judgments. Students must complete 18 units from at least two of the following disciplines with a grade of "C" or better: Art, Chinese, Communication, Counseling, English, German, Humanities, Mexican and Latin American Studies, Music, Philosophy, Spanish, or Vietnamese.

ITEM 3. Degree Major Requirements

The Liberal Arts AA Degree requirements are as follows:

	Units
General Education Options: (Choose One)	
a. Local AA/AS General Education	19-31

b. CSU GE BREADTH	39
c. IGETC	37
Areas of Emphasis: (Choose One)	
• Arts and Humanities	18
• Social and Behavioral Sciences	18
• Natural Sciences	18
Elective(s)	3-23
Other Requirements: Computer Literacy, Ethnic Studies	0-5
	TOTAL Program Units
	60

Students should complete 18 units from a minimum of two disciplines from the list of courses:

Courses		Units
ANTHR 7	Magic, Religion, and Witchcraft	3
ANTHR 55	Native American Cultures	3
ART 1	Introduction to Art History	3
ART 2	History of Western Art: Prehistory through the Middle Ages	3
ART 3	History of Western Art: Renaissance to Contemporary Art	3
ART 4	History of Modern Art (1800 to Present)	3
ART 122	World Art	3
CHIN 10A	Elementary Cantonese	5
CHIN 10B	Elementary Cantonese	5
CHIN 11A	Intermediate Cantonese	5
CHIN 11B	Intermediate Cantonese	5
CHIN 12A	Cantonese Reading and Writing for Bilingual Speakers	5
CHIN 12B	Cantonese Reading and Writing for Bilingual Speakers	5
COMM 1A	Introduction to Speech	3
COMM 2A	The Fundamentals of Oral Interpretation of Literature	3
COMM 5	Persuasion and Critical Thinking	3
ENGL 1B	Composition and Reading	4
ENGL 10A	Creative Writing	3
ENGL 10B	Creative Writing	3
ENGL 30A	Introduction to American Literature I	3
ENGL 30B	Introduction to American Literature II	3
ENGL 31	Survey of African-American Literature	3
ENGL 32A	Contemporary Women Writers	3
ENGL 47	Children's Literature	3
ENGL 49	Independent Study in English	3

ENGL 79	Introduction to LGBTQ Literature	3
ENGL 210A	Creative Writing	3
ENGL 210B	Creative Writing	3
GERM 1A	Elementary German	5
GERM 1B	Elementary German	5
HIST 7A	History of the United States to 1877	3
HIST 7B	History of the United States Since 1865	3
HIST 8A	History of Latin-American Civilization	3
HIST 8B	History of Latin-American Civilization	3
HIST 11	History and Culture of South-East Asia: Vietnam – An American Tragedy	3
HIST 12	History and Culture of Eastern Asia	3
HUMAN 1	Introduction to the Humanities	3
HUMAN 2	Human Values	3
HUMAN 3	Future Studies	3
HUMAN 13A	Myth, Symbol and Folklore	3
HUMAN 13B	Myth, Symbol and Folklore	3
HUMAN 15	Popular Culture	3
HUMAN 60	Introduction to LGBTQ Studies	3
M/LAT 3	Survey of Latin American and Chicano Authors	3
MUSIC 9	Introduction to World Music	3
MUSIC 10	Music Appreciation	3
MUSIC 15A	Jazz, Blues and Popular Music in the American Culture	3
MUSIC 15B	Jazz, Blues and Popular Music in the American Culture	3
PHIL 1	Introduction to Philosophy	3
PHIL 2	Social and Political Philosophy	3
PHIL 4	Philosophy of Religion	3
PHIL 5	Ethical Problems	3
PHIL 10	Logic	3
PHIL 20A	History of Ancient Greek Philosophy	3
PHIL 20B	History of Modern European Philosophy	3
SPAN 1A	Elementary Spanish	5
SPAN 1B	Elementary Spanish	5
SPAN 2A	Intermediate Spanish	5
SPAN 2B	Intermediate Spanish	5
VIET 1A	Elementary Vietnamese	5
VIET 1B	Elementary Vietnamese	5
VIET 2A	Intermediate Vietnamese	5
VIET 2B	Intermediate Vietnamese	5
	Total Major Units	18

Although there is no proposed major sequence of courses, one possible example of a major sequence might look as follows:

Semester 1	Units	
ART 1	Introduction to Art History	3
ART 2	History of Ancient Art (Prehistoric to 1100 A.D.)	3
GE		10
Semester 2		
ENGL 10A	Creative Writing	3
GE		9
Electives		3
Semester 3		
HUMAN 1	Introduction to Humanities	3
HUMAN 2	Human Values	3
GE		9
Semester 4		
MUSIC 10	Music Appreciation	3
ART 2	History of Ancient Art (Prehistoric to 1100 A.D.)	3
GE		9
Electives		2
	Total Major Units	18
	Total GE Units	37
	Total Elective Units	5
	Total Units	60

Item 4. Master Planning

The Associate in Arts in Liberal Arts Degree at College of Alameda hopes to embody the Title 5 emphasis on the role of education in preparing “citizens with a broad educational foundation, to develop a populace that can participate effectively in all domains of society: civically, economically, and politically.”

College of Alameda has established the Liberal Arts Degree: Arts and Humanities because data shows that students focus more on general education instead of pursuing specific majors. The Liberal Arts Degree: Arts and Humanities gives students the breath of general education and the depth of a specific field of study.

Further the Liberal Arts: Arts and Humanities meets College of Alameda’s Vision of “Academic Excellence” and “Community Engagement”. In addition, the program addresses the college’s Mission “to serve the educational needs of its diverse community by providing comprehensive and flexible programs and resources that empower students to achieve their goal.”

Item 5. Enrollment and Completer Projections

Liberal Arts/ Interdisciplinary			
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Studies Summary Report			
	Annual 2013 – 2014 Award Count	Annual 2014 – 2015 Award Count	Annual 2015 – 2016 Award Count
Associate of Arts (A.A.) Degree	155	94	105
Certificate		222	181
TOTAL	155	316	286

Item 6. Place of Program in Curriculum/Similar Programs

- a) No active inventory records need to be made inactive or changed in connection with the approval of the proposed program? If yes, please specify.
- b) This updates but does not replace the existing Liberal Arts With Emphasis In Arts and Humanities on the college's inventory.
- c) This program will be related, or similar, to the Liberal Arts: Natural Sciences and Liberal Arts: Social and Behavioral Sciences.

Item 7. Similar Programs at Other Colleges in Service Area

The College of Alameda is part of the Peralta Community College District, which serves northern Alameda County. College of Alameda's sister colleges-Berkeley City College, Laney College, and Merritt College- are the other colleges in the Peralta Community College District's service area. Both Berkeley City College and Merritt College offer similar Liberal Arts With Emphasis In Arts and Humanities AA Degree Program. The program at College of Alameda differentiates itself by providing students to complete the program with a local general education option.

College of Alameda

Associate of Arts Degree in Liberal Arts: Natural Sciences

ITEM 1. Program Goals and Objectives

The Liberal Arts AA Degree is designed to expose students to a wide variety of subjects and perspectives at the postsecondary level who wish a broad knowledge comprising of the arts, humanities, natural sciences, and social sciences plus additional coursework in an “Area of Emphasis”. These areas of emphases are an ideal choice for students planning on obtaining a local degree or on transferring to the California State University or University of California as the student can satisfy their general education requirements, plus focus on transferable course work that relates to majors at CSU or UC

Program Student Learning Outcomes

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

1. Develop knowledge of their own critical thinking skills and processes.
2. Recognize the effects of their communication skills on others' perceptions of themselves.
3. Develop an awareness of the manifold perspectives of the diversity of peoples and cultures that surround them.

ITEM 2. Catalog Description

The Liberal Arts Degree: Natural Sciences is a group of courses emphasizing examination of the physical universe, its life forms and its natural phenomena. Students will demonstrate an understanding of experimental methodologies, testing hypotheses and the power of systematic questioning as investigative tools. Students will examine the relationship of scientific and technological capability with human values and social goals, and gain a sophisticated understanding of science as a human endeavor, including the limitations as well as the power of scientific inquiry. Students must complete 18 units from at least two of the following disciplines with a grade of "C" or better: Anthropology, Astronomy, Biology, Chemistry, Geography (excluding cultural studies), Geology and Physics.

ITEM 3. Degree Major Requirements

The Liberal Arts AA Degree requirements are as follows:

General Education Options: (Choose One)	Units
a) Local AA/AS General Education	19-31
b) CSU GE BREADTH	39

c) IGETC	37
Areas of Emphasis: (Choose One)	
• Arts and Humanities	18
• Social and Behavioral Sciences	18
• Natural Sciences	18
Elective(s)	3-23
Other Requirements: Computer Literacy, Ethnic Studies	0-5
TOTAL Program Units	60

Students should complete 18 units from a minimum of two disciplines from the list of courses:

Courses	Units
ANTHR 1 Introduction to Physical Anthropology	3
ANTHR 1L Physical Anthropology Laboratory	1
ASTR 1 Introduction to Astronomy	3
BIOL 1A General Biology	5
BIOL 1B General Biology	5
BIOL 2 Human Anatomy	5
BIOL 4 Human Physiology	5
BIOL 10 Introduction to Biology	4
CHEM 1A General Chemistry	5
CHEM 1B General Chemistry	5
CHEM 30A Introductory General Chemistry	4
CHEM 30B Introductory General Chemistry	4
CHEM 50 Beginning Chemistry	4
GEOG 1 Physical Geography	3
GEOG 1L Physical Geography Laboratory	1
GEOL 10 Introduction to Geology	3
PHYS 4A General Physics with Calculus	5
PHYS 4B General Physics with Calculus	5
PHYS 4C General Physics with Calculus	5
PHYS 10 Introduction to Physics	4
PHYS 10L Introduction to Physics Laboratory	1
Total Major Units	18

Although there is no proposed major sequence of courses, one possible example of a major sequence might look as follows:

Semester 1		Units
CHEM 1A	General Chemistry	5
GE		9
Semester 2		
BIOL 10	Introduction to Biology	4
GE		10
Semester 3		
BIOL 2	Human Anatomy	5
GE		10
Semester 4		
BIOL 4	Human Physiology	5
GE		9
Electives		3
Total Major Units		19
Total GE Units		38
Total Elective Units		3
Total Units		60

Item 4. Master Planning

The Associate in Arts in Liberal Arts Degree at College of Alameda hopes to embody the Title 5 emphasis on the role of education in preparing “citizens with a broad educational foundation, to develop a populace that can participate effectively in all domains of society: civically, economically, and politically.”

College of Alameda has established the Liberal Arts Degree: Natural Sciences because data shows that students focus more on general education instead of pursuing specific majors. The Liberal Arts Degree: Natural Sciences gives students the breath of general education and the depth of a specific field of study.

Further the Liberal Arts: Natural Sciences meets College of Alameda’s Vision of “Academic Excellence” and “Community Engagement”. In addition, the program addresses the college’s Mission “to serve the educational needs of its diverse community by providing comprehensive and flexible programs and resources that empower students to achieve their goal.”

Item 5. Enrollment and Completer Projections

Liberal Arts/ Interdisciplinary Studies Summary Report			
	Annual 2013 – 2014 Award Count	Annual 2014 – 2015 Award Count	Annual 2015 – 2016 Award Count
Associate of Arts (A.A.) Degree	155	94	105

Certificate		222	181
TOTAL	155	316	286

Item 6. Place of Program in Curriculum/Similar Programs

- a) No active inventory records need to be made inactive or changed in connection with the approval of the proposed program? If yes, please specify.
- b) This updates but does not replace the existing Liberal Arts With Emphasis In Natural Sciences on the college's inventory.
- c) This program will be related, or similar, to the Liberal Arts: Art and Humanities and Liberal Arts: Social and Behavioral Sciences.

Item 7. Similar Programs at Other Colleges in Service Area

The College of Alameda is part of the Peralta Community College District, which serves northern Alameda County. College of Alameda's sister colleges-Berkeley City College, Laney College, and Merritt College- are the other colleges in the Peralta Community College District's service area. Both Berkeley City College and Merritt College offer similar Liberal Arts With Emphasis In Natural Sciences AA Degree Program. The program at College of Alameda differentiates itself by providing students to complete the program with a local general education option.

College of Alameda

Associate of Arts Degree in Liberal Arts: Social and Behavioral Sciences

ITEM 1. Program Goals and Objectives

The Liberal Arts AA Degree is designed to expose students to a wide variety of subjects and perspectives at the postsecondary level who wish a broad knowledge comprising of the arts, humanities, natural sciences, and social sciences plus additional coursework in an “Area of Emphasis”. These areas of emphases are an ideal choice for students planning on obtaining a local degree or on transferring to the California State University or University of California as the student can satisfy their general education requirements, plus focus on transferable course work that relates to majors at CSU or UC.

Program Student Learning Outcomes

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

1. Develop knowledge of their own critical thinking skills and processes.
2. Recognize the effects of their communication skills on others' perceptions of themselves.
3. Develop an awareness of the manifold perspectives of the diversity of peoples and cultures that surround them.

ITEM 2. Catalog Description

The Liberal Arts Degree: Social and Behavioral Science is a group of courses emphasizing the study of perspectives, concepts, theories and methodologies typically found in the vast variety of disciplines that comprise study in the Social and Behavioral Sciences. Students will develop an awareness of themselves and others as members of a larger society. Topics of discussion are designed to help students gain an understanding and appreciation of the contributions and perspectives of men, women, and of ethnic and other minorities and a comparative perspective on both Western and non-Western societies. Students must complete 18 units from at least two of the following disciplines with a grade of "C" or better: African-American Studies, Anthropology, Asian and Asian-American Studies, Economics, Education, Geography (excluding physical geography), History, Mexican/Latin American Studies, Political Science, Psychology and Sociology.

ITEM 3. Degree Major Requirements

The Liberal Arts AA Degree requirements are as follows:

General Education Options: (Choose One)

Units

a) Local AA/AS General Education	19-31
b) CSU GE BREADTH	39
c) IGETC	37

Areas of Emphasis: (Choose One)

• Arts and Humanities	18
• Social and Behavioral Sciences	18
• Natural Sciences	18

Elective(s)	3-23
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Other Requirements: Computer Literacy, Ethnic Studies	0-5
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TOTAL Program Units	60
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Students should complete 18 units from a minimum of two disciplines from the list of courses:

Courses		Units
AFRAM 5	The African-American Family in the United States	3
AFRAM 30	African-American History: Africa to 1865	3
AFRAM 31	African-American History: 1865-1945	3
AFRAM 32	African-American History: 1945 to Present	3
ANTHR 2	Introduction to Archaeology and Prehistory	3
ANTHR 3	Introduction to Social and Cultural Anthropology	3
ANTHR 7	Magic, Religion, and Witchcraft	3
ANTHR 19	Anthropology of Sex and Gender	3
ANTHR 55	Native American Cultures	3
ASAME 45A	Asian-American History to 1945	3
ASAME 45B	Asian-American History from 1945 to the Present	3
COMM 6	Intercultural Communication	3
COMM 19	Survey of Mass Media	3
COUNS 30	Personal Growth and Development	3
COUNS 230	Strategies for Personal Development	3
ECON 1	Principles of Economics (Macro-Economic)	3
ECON 2	Principles of Economics (Micro-Economics)	3
ECON 5	Introduction to Economics	3
GEOG 2	Cultural Geography	3
GEOG 3	World Regional Geography	3
HIST 2A	History of European Civilization	3
HIST 2B	History of European Civilization	3
HIST 5	History of Mexico	3
HIST 7A	History of the United States to 1877	3

HIST 7B	History of the United States Since 1865	3
HIST 8A	History of Latin-American Civilization	3
HIST 8B	History of Latin-American Civilization	3
HIST 11	History and Culture of South-East Asia: Vietnam – An American Tragedy	3
HIST 12	History and Culture of Eastern Asia	3
HIST 17	History of the Mexican-American	3
HIST 18	20Th Century American Protest Movement	3
HIST 19	History of California	3
HIST 50	African-American History: Africa to 1865	3
HIST 51	African-American History: 1865 to 1945	3
HIST 52	African-American History: 1945 to Present	3
HIST 53A	History and Culture of the Caribbean/Central America	3
HIST 53B	History and Culture of the Caribbean/Central America	3
HIST 56	Sociology of Women	3
HUMAN 13A	Myth, Symbol and Folklore	3
HUMAN 13B	Myth, Symbol and Folklore	3
M/LAT 18A	History and Culture of the Caribbean/Central America	3
M/LAT 18B	History and Culture of the Caribbean/Central America	3
POSCI 1	Government and Politics in the United States	3
POSCI 2	Comparative Government	3
POSCI 3	International Relations	3
POSCI 4	Political Theory	3
POSCI 6	The U.S. Constitution and Criminal Due Process	3
POSCI 8	Law and Democracy	3
POSCI 26	U.S. and California Constitution	3
POSCI 31	Introduction to Public Administration	3
POSCI 32	Learning Organization Governance	3
POSCI 35	Introduction to Community Violence Prevention	3
POSCI 36	Applied Peacebuilding and Violence Prevention	3
POSCI 37	Transformative Social Change and Futures Studies	3
POSCI 41	Service Learning: Law, Democracy, and Public Administration	3
PSYCH 1A	Introduction to General Psychology	3
PSYCH 1B	Introduction to General Psychology	3
PSYCH 3	Introduction to Personality Theory	3
PSYCH 7A	Psychology of Childhood	3
PSYCH 7B	Adolescent Psychology	3
PSYCH 9A	Psychology of Interpersonal Relations	3
PSYCH 9B	Psychology of Interpersonal Relations	3
PSYCH 12	Human Sexuality	3
PSYCH 18	Psychology of Minority Groups	3
PSYCH 24	Abnormal Psychology	3

PSYCH 28	Introduction to Research Methods in Psychology	3
PSYCH 29	Introduction to Forensic Psychology	3
PSYCH 34	Psychology of Resiliency, Stress Management, and Personal Growth	3
SOC 1	Introduction to Sociology	3
SOC 2	Social Problems	3
SOC 3	Sociology of Women	3
SOC 5	Minority Groups	3
SOC 120	Introduction to Research Methods	3
Total Major Units		18

Although there is no proposed major sequence of courses, one possible example of a major sequence might look as follows:

Semester 1		Units
PSYCH 1A	Introduction to General Psychology	3
SOC 1	Introduction to Sociology	3
GE		10
Semester 2		
PSYCH 18	Psychology of Minority Groups	3
GE		9
Electives		3
Semester 3		
PSYCH 24	Abnormal Psychology	3
PSYCH 28	Introduction to Research Methods in Psychology	3
GE		9
Semester 4		
PSYCH 12	Human Sexuality	3
PSYCH 9A	Psychology of Interpersonal Relations	3
GE		9
Electives		2
Total Major Units		18
Total GE Units		37
Total Elective Units		5
Total Units		60

Item 4. Master Planning

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Liberal Arts Degree: Social and Behavior Science gives students the breath of general education and the depth of a specific field of study.

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Item 5. Enrollment and Completer Projections

Liberal Arts/ Interdisciplinary Studies Summary Report			
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Certificate		222	181
TOTAL	155	316	286

Item 6. Place of Program in Curriculum/Similar Programs

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b) This update but does not replace the existing Liberal Arts With Emphasis In Social and Behavior Science on the college's inventory.

c) This program will be related, or similar, to the Liberal Arts: Natural Sciences and Liberal Arts: Social and Behavioral Sciences.

Item 7. Similar Programs at Other Colleges in Service Area

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Laney College

Business Administration

Overview

College
Originator
Award Type

Laney - Community Leadership
Kim Glosson
Certificate of Achievement

Description

The course of study for the Business Administration certificate prepares students to demonstrate knowledge, skills, integrity, a sense of social responsibility, and individual qualities that influence successful outcomes in the business world. Successful completion of the curriculum prepares students to perform a wide range of tasks and demonstrate leadership abilities, technological awareness, and intellectual capacity.

Career Opportunities

Entry level management position in: hospitality management, sales, marketing, general business; HR management, administrative service managers

Program Learning Outcomes

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

1. Ethics and Personal Responsibility: Exhibit legal and ethical principles in business decision making.
2. Critical Thinking: Using critical thinking skills analyze a business situation and recommend a solution or plan by for improvement.
3. Computational Skills: Review and analyze data and corporate financial statements to maximize organizational resources to achieve goals.

Degree Requirements:

Core Courses (17 units):

Credit Hours: (11 Required)

BUS 001A	Financial Accounting	4
BUS 010	Introduction to Business	3
BUS 020	General Accounting	3
BUS 038	Introduction to Microcomputers and Business Software	4
ECON 001	Principles of Economics (Macro-Economics)	3

Select one of the following:

Credit Hours: (3 - 4 Required)

BUS 201	Business Communications	3
ENGL 001A	Composition and Reading *	4

Recommended but not required:

Credit Hours: (0 Required)

BUS 002	Introduction to Business Law	3
ECON 002	Principles of Economics (Micro-Economics)	3
M/SVN 060	Introduction to Management	3
M/SVN 061	Psychology of Management	3
M/SVN 064	Organization and Management	3

Total: 20.000 - 21.000

*: *ENGL 1A is required for students who plan to transfer

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Laney College

Entrepreneurship

Overview

College
Originator
Award Type

Laney - Community Leadership
Margaret Lynn Crossman
Certificate of Achievement

Description

The Entrepreneurship Certificate Program is designed to prepare students with the fundamental skills necessary to start and operate their own businesses, collaborate with others to identify business opportunities, join entrepreneurial ventures, or work in an entrepreneurial capacity for an established organization.

Career Opportunities

Business Development, Venture Analysis, Business Planning, Management, Leadership, Strategic Management
Starting and owning a business, working in a small business setting or environment, becoming an intrapreneur

Program Learning Outcomes

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

1. Develop and prepare a comprehensive plan for a new business.
2. Evaluate the strengths and weakness in e-commerce versus a traditional business.
3. Prepare an income statement and balance sheet for a start up on business.

Degree Requirements:

Core Courses (17.5 units):

Credit Hours: (6 Required)

BUS 002	Introduction to Business Law	3
BUS 043B	Introduction to Microsoft Excel for Business Applications	4
BUS 054	Small Business Management	3
BUS 070	Introduction to Marketing	3
BUS 076	E-Commerce/Entrepreneurship	3
BUS 239	QuickBooks	1.5

Electives: Select one of the following (3 units):

Credit Hours: (3 Required)

BUS 005	Human Relations in Business	3
BUS 020	General Accounting	3

Total: 20.5

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Laney College

Marketing And Sales

Overview

College
Originator
Award Type

Laney - Community Leadership
Joshua Coplen
A.S. Degree

Description

The marketing and sales program prepares students for high-demand careers in merchandising, sales and customer service, planning and promotions, advertising and public relations to meet the consumer's demand. This program provides students with the skills to meet those needs.

Career Opportunities

Merchandising, Professional Sales and Customer Service Representative, Planning and Promotions, Advertising and Public Relations.

Program Learning Outcomes

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

1. Evaluate the variables of the marketing mix of a business.
2. Develop a sales plan using each of the stages of the selling process.
3. Apply college level critical thinking, research, and problem solving techniques for the completion of business based reports and writing assignments.

Degree Requirements:

Core Courses (26 units):

		Credit Hours:	(0 Required)
BUS 001A	Financial Accounting		4
BUS 002	Introduction to Business Law		3
BUS 010	Introduction to Business		3
BUS 038	Introduction to Microcomputers and Business Software		4
BUS 072	Principles of Retailing		3
BUS 074	Introduction to Advertising		3
BUS 075	Salesmanship		3
M/SVN 060	Introduction to Management		3

Total Major Units:

Credit Hours: (0 Required)

26

General Education Requirements:

Credit Hours: (0 Required)

19

Electives to meet 60 units:

Credit Hours: (0 Required)

Total Units:

Credit Hours: (60 Required)

60

Laney College

Marketing and Sales

Overview

College
Originator
Award Type

Laney - Community Leadership
Joshua Coplen
Certificate of Achievement

Description

The marketing and sales program trains students for high-demand careers in merchandising, sales and customer service, planning and promotions, advertising and public relations.

Every organization in the highly-competitive business environment needs to be able to understand consumer behavior, identify consumer needs, and then develop strategies to meet those needs. This program provides students with the skills to meet those needs.

Career Opportunities

Merchandising, Professional Sales and Customer Service Representative, Planning and Promotions, Advertising and Public Relations.

Program Learning Outcomes

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

1. Evaluate the variables of the marketing mix of a business.
2. Develop a sales plan using each of the stages of the selling process.
3. Apply college level critical thinking, research, and problem solving techniques for the completion of business based reports and writing assignments.

Degree Requirements:

Core Courses (18 units):

Credit Hours: (9 Required)

BUS 010 or	Introduction to Business	3
BUS 002	Introduction to Business Law	3
BUS 020	General Accounting	3
BUS 070	Introduction to Marketing	3
BUS 072	Principles of Retailing	3
BUS 074	Introduction to Advertising	3
BUS 075	Salesmanship	3

Total: 18

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Laney College

Retail Management

Overview

College
Originator
Award Type

Laney - Community Leadership
Joshua Coplen
Certificate of Achievement

Description

The Retail Management CA program prepares students to become highly skilled and knowledgeable in a fast growing industry which provides promotional opportunities.

Career Opportunities

Assistant buyer, assistant store manager, pricing and signing coordinator, merchandising representative.

Program Learning Outcomes

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

1. Determine best operation procedures in choosing location, set-up and operations of a retail store in several different business situations.
2. Demonstrate decision-making skills, particularly in such areas as buying, pricing, financial management, and personnel relations.
3. Apply college level critical thinking, research, and problem solving techniques for the completion of business based reports and writing assignments.

Degree Requirements:

Core Courses

Credit Hours: (20.5 Required)

BUS 005	Human Relations in Business	3
BUS 020	General Accounting	3
BUS 038	Introduction to Microcomputers and Business Software	4
BUS 056	Human Resources Management	3
BUS 070	Introduction to Marketing	3
BUS 072	Principles of Retailing	3
BUS 239	QuickBooks	1.5

Total: 20.5

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Laney College

Water Efficiency Management

Overview

College
Originator
Award Type

Laney - Community Leadership
Kim Glosson
Certificate of Achievement

Description

The Water Efficiency Management certificate prepares students for mid-level management or promotional opportunities in the water industry. The course content focuses on managerial or leadership to ensure high quality drinking water, public and environment safety through efficiency and conservation. Those already employed in public works, construction, landscaping, municipal administration, water distribution/treatment, or facilities oversight and planning are encouraged to complete this certificate to complement their knowledge and potentially increase employability, wages, and promotion opportunities.

Career Opportunities

After completing the program, students may find employment as a specialist in water supply, water efficiency, program conservation, conservation outreach, natural resources, or environmental protection.

Program Learning Outcomes

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

1. Analyze work related problems to determine the optimal alternative in the decision-making.
2. Develop effective communication and interpersonal skills to serve and interact with diverse clientele.
3. Illustrate basic computer competency to communicate and assist in the decision making and problem solving process.

Degree Requirements:

Core Courses

Credit Hours: (12 Required)

BUS 201	Business Communications	3
M/SVN 082	Essentials of Managerial Communications	3
BUS 219 or	Computer Literacy	1
CIS 205	Computer Literacy	1
BUS 456I	Occupational Work Experience in Management and Supervision *	4
MATH 220A	Technical Mathematics with Algebra - Part 1 (Lab)	0.5
MATH 220B	Technical Mathematics with Algebra - Part 2 (Lab)	0.5

Total: 12

*: *Must take for a total of 4 units

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Laney College

Business Administration

Overview

College	Laney - Community Leadership
Originator	Kim Glosson
Award Type	A.S. Degree

Description

The course of study for the Business Administration degree prepares students to demonstrate knowledge, skills, integrity, a sense of social responsibility, and individual qualities that influence successful outcomes in the business world. Successful completion of the curriculum prepares students to perform a wide range of tasks and demonstrate leadership abilities, technological awareness, and intellectual capacity.

Career Opportunities

Entry to mid-level management position in administrative services, hospitality, sales, marketing, general business, and HR management.

Program Learning Outcomes

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

1. Exhibit ethical and personal responsibilities when applying legal and ethical principles in business decisions.
2. Using critical thinking skills analyze a business situation and recommend a solution or plan by for improvement.
3. Analyze data and corporate financial statements to ensure maximum use of organizational resources to achieve goals.

Degree Requirements:

Core Courses (20 units):

Credit Hours: (0 Required)

BUS 001A	Financial Accounting	4
BUS 002	Introduction to Business Law	3
BUS 010	Introduction to Business	3
BUS 020	General Accounting	3
BUS 038	Introduction to Microcomputers and Business Software	4
ECON 001	Principles of Economics (Macro-Economics)	3

Select one of the following (3-4 units):

Credit Hours: (0 Required)

BUS 201	Business Communications	3
ENGL 001A	Composition and Reading *	4

Credit Hours: (0 Required)

Total Major Units: 23 - 24

Credit Hours: (0 Required)

General Education Requirements: 19

Credit Hours: (0 Required)

Electives to meet 60 units:

Credit Hours: (60 Required)

Total Units: 60

Recommended but not required:**Credit Hours:** (0 Required)

M/SVN 060	Introduction to Management	3
M/SVN 061	Psychology of Management	3
M/SVN 064	Organization and Management	3

Total: 60

*: *ENGL 1A is required for students who plan to transfer

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Laney College

Associate In Arts Degree In Political Science For Transfer

Overview

College	Laney - Humanities, Social Sciences
Originator	Felipe Wilson
Award Type	AA-T Degree

Codes and Dates

State Approval Date	8/01/2014
Program Control Number	32799
Top Code	2207.00 - Political Science
CIP Code	45.1001: Political Science and Government, General.

Description

The Associate in Arts in Political Science for Transfer Degree is designed to prepare students for a seamless transfer with junior status and priority admission to their local CSU campus to a program or major in Political Science or similar major for completion of a baccalaureate degree. Students are required to complete: A minimum of 18 semester units in the major with a grade of C or better while maintaining a minimum grade point average (GPA) of at least 2.0 in all CSU transferable coursework. The Associate Arts in Political Science for Transfer Degree will also assist Political Science major students to transfer to a U.C. or other baccalaureate institutions. Students are advised to consult with a counselor to verify transfer requirements.

Career Opportunities

Political Activist Public Administration Campaign Organizer Community Organizer

Program Learning Outcomes

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

1. Define the core concepts of political science (government, regime, state, institutions, sovereignty, constitution, democracy, authoritarianism, and globalization)
2. Identify, compare, and contrast the major theoretical perspectives in the discipline.
3. Interpret political science research through a working knowledge of qualitative and quantitative research designs
4. Discuss the constitutional, institutional, cultural and institutional structures that produce and maintain political, social and ethnic inequalities.

Degree Requirements:

Required Core Course (3 units):		Credit Hours:	(0 Required)
POSCI 001	Government and Politics in the United States		3
Select three of the following (9-10 units):		Credit Hours:	(0 Required)
POSCI 004	Political Theory		3
POSCI 002	Comparative Government		3
POSCI 003	International Relations		3
MATH 013	Introduction to Statistics		4
Select two of the following (6 units):		Credit Hours:	(0 Required)
POSCI 016	State and Local Government		3
POSCI 006	The U.S. Constitution and Criminal Due Process		3

SOC 001	Introduction to Sociology	3
SOC 002	Social Problems	3

Total Major Units: **Credit Hours:** (0 Required) 18 - 19

IGETC or CSU GE-Breadth Education pattern (37-39 units): **Credit Hours:** (0 Required) 37 - 39

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

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

Total: 60

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