

**SUBSTANTIVE CHANGE PROPOSAL
DISTANCE EDUCATION**

October 28, 2011

Submitted to

Accrediting Commission for Community and Junior Colleges

Western Association of Schools and Colleges

Submitted by:

**Diablo Valley College
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Table of Contents

Certification of the Substantive Change Proposal ii

Participant List iii

A. Description of Proposed Change and Justification1

B. Description of Educational Programs to be Offered.....2

C. Planning Process3

D. Evidence of Institutional Support to Demonstrate the
Continuance of Quality Standards7

E. Evidence that the Institution Has Received All Necessary
Internal and External Approvals14

F. Evidence that Each Eligibility Requirement Will Still be Fulfilled14

G. Evidence that Each Accreditation Standard Will Still be Fulfilled19

Appendices:

Appendix A: Summary of Diablo Valley College Degrees and Certificates
Offering 50% or More of Major Courses OnlineA1-A3

Appendix B: Analysis of Degrees and Certificates
with Distance Education OfferingsB1-B146

Appendix C: Courses Fulfilling Intersegmental General Education
Transfer Curriculum (IGETC)C1-C3

Appendix D: Courses Fulfilling CSU General Education
Breadth Requirements (CSU G.E.).....D1-D4

Appendix E: Courses Fulfilling the Diablo Valley College (DVC)
Associate Degree General Education RequirementsE1-E3

CERTIFICATION OF THE SUBSTANTIVE CHANGE PROPOSAL

DATE: October 28, 2011

TO: Accrediting Commission for Community Colleges and Junior Colleges
Western Association of Schools and Colleges

FROM: Diablo Valley College

This Substantive Change Proposal is submitted in accordance with guidelines set by the Accrediting Commission for Community Colleges and Junior Colleges, Western Association of Schools and Colleges. I certify that this Substantive Change Proposal accurately reflects the status of distance education at Diablo Valley College.

Mr. Peter Garcia
President, Diablo Valley College

Participant List

The following Diablo Valley College campus/district community members participated in the research, discussion and preparation of this proposal. This proposal has been reviewed by the Diablo Valley College Faculty Senate Distance Education Task Force at its meetings of October 6, 2011 and October 18, 2011.

- Lesley Agostino, Administrative Assistant to the Senior Dean of Curriculum and Instruction – Administrative Support to the Curriculum Committee
- Mohamed Eisa, Dean of Planning, Research and Student Outcomes*
- Donna Floyd, Interim Vice President of Student Services**
- Andy Kivel, Interim Library Director
- Susan Lamb, Vice President of Instruction
- Chris Leivas, Vice President of Finance and Administration
- Mojdeh Mehdizadeh, Vice Chancellor Education and Planning
- Nancy Ryanen-Grant, Computer Center Coordinator
- Ben Seaberry, Executive Dean of Information Technology**
- Obed Vazquez, Professor of Sociology and Curriculum Committee Chair
- Chris Wasmund, Media Services Coordinator
- Ted Wieden, Interim Senior Dean of Curriculum and Instruction and Accreditation Liaison Officer

* No longer serving as the Dean of Planning, Research and Student Outcomes – effective July 1, 2011

** No longer with Diablo Valley College

A. Description of Proposed Change and Justification

Description

This Substantive Change Proposal is to report the 22 associate degrees and 53 certificates in which 50 percent or more of the courses are offered through the distance education mode. The proposal also provides the status of the College's General Education (GE) program through the distance education mode.

The complete list of Associate Degrees and Certificates offered through the distance education mode are included in Appendix A.

Relationship to Institutional Mission

The mission statement of Diablo Valley College (DVC) states: "Diablo Valley College is passionately committed to student learning through the intellectual, scientific, artistic, psychological, and ethical development of its diverse student body. Diablo Valley College prepares students for transfer to four-year universities; provides career and technical education; supports the economic development of the region; offers pre-collegiate programs; and promotes personal growth and lifelong learning." (DVC website:

<http://www.dvc.edu/business/about/mission/>) Based on this mission, the College identified as one of its strategic directions to "increase the percentage of students who: transfer; receive relevant and timely training for the workplace and, are proficient in Basic Skills while narrowing the transfer, achievement and proficiency gaps across all subgroups." (DVC website: <http://www.dvc.edu/business/about/mission/strategic.htm>) Many DVC students find that the distance education delivery method meets their needs better than on-campus courses as they attempt to balance work, parenting obligations and physical disabilities which limit their mobility. DVC has offered courses through the distance education mode for over twelve years and has also developed a comprehensive array of instructional and student support services available in a distance education format. Concurrently, the college has developed the processes to monitor, evaluate, and improve the quality of distance education instruction and service.

Rationale for Change

As part of DVC's institutional evaluation, planning, and improvement cycle, the college conducted a review of its course and program offerings in the spring of 2010, including courses approved to be offered via distance education. This review revealed that the number of courses approved to be offered through this mode was significant. Given the results, it appeared likely that the number of DVC degree and certificate programs that could be completed with 50 percent or more courses offered in a distance education mode was also significant.

In light of these considerations, DVC conducted an analysis of its courses and programs in respect to distance education offerings using three different sources of data:

1. The 2010-2011 DVC Catalog, which details all curricular requirements for DVC's certificate and degree programs, and;
2. DVC's Web Curriculum System (WCS) database, which lists all active DVC courses approved to be offered through the distance education mode, and;
3. Hard copy files of actions taken by the DVC Curriculum Committee during the most recent academic year. This was done to ensure that any last minute changes to degree or certificate requirements would be captured.
4. Using this information, each DVC degree and certificate program was analyzed to determine if 50 percent or more of the courses in the program could be completed using coursework taken in a distance education format.

The results of this analysis (included as Appendix B) demonstrated that 77 degree and certificate programs could be completed 50 percent or more via distance education.

B. Description of Educational Programs to Be Offered

All programs proposed to be offered through the distance education mode are already offered through the traditional on-campus mode of instruction. There are no differences in the general education, major, or graduation requirements between the distance education and on-campus versions of the programs.

In addition, DVC has procedures in place to ensure the rigor, breadth, objectives, learning outcomes, and academic quality of courses and programs offered in the distance education mode meet the same standards of those offered in the traditional on-campus mode. Specifically, in accordance with California administrative code and regulation (Title 5), the DVC Curriculum Committee separately reviews and approves each course proposed for delivery via the distance education mode to ensure the following criteria are met:

- Regular effective contact is maintained between instructor and students through group or individual meetings, orientation and review sessions, study sessions, field trips, library workshops, threaded conferencing, chat rooms, telephone contact, email, or other activities.
- Effective pedagogical techniques appropriate to the distance education mode are utilized to ensure the quality and rigor of instruction mirrors that of the on-campus version of the course.
- Appropriate technology is used to achieve the objectives of the course.
- Multiple measures are used to achieve and assess student learning, including reading, writing, and critical thinking assignments and multiple evaluation measures.
- All delivery methods used are accessible to individuals with disabilities, in accordance with state and federal law.

Each certificate and degree program at DVC, including those proposed to be offered in the distance education mode, consists of the following curricular requirements:

Major Courses. Major courses include at least 18 units of required courses and restricted electives.

General Education courses (associate degree only). As a result of ongoing institutional evaluation, planning, and improvement efforts, effective with the 2009-10 catalog, DVC modified its degree requirements in order to provide students with the option to complete one of three different general education patterns. This change was intended to better accommodate each student's individual educational goal. Students select an appropriate general education option in consultation with a counselor. The options are:

1. The DVC General Education Pattern and Contra Costa Community College District (CCCCD) requirements (minimum 18 units)
 - The DVC general education program consists of a minimum of 18 semester units that are divided into the following four areas: natural sciences, social and behavioral sciences, humanities, and language and rationality as well as demonstrated competence in reading, written expression, and mathematics and an information literacy requirement.
 - The CCCCCD requirements include multicultural studies, health education, physical education or dance activities, and American Institutions/California Government
2. The California State University General Education Breadth (CSU GE) Pattern (minimum 39 units)
3. The Intersegmental General Education Transfer Curriculum (IGETC) Pattern (minimum 34 units)

Appendix A provides an update to the list of all DVC courses approved to be offered in a distance learning format that fulfill requirement of one or more of the three general education patterns.

C. Planning Process

In 1999, the DVC Strategic Plan recommended the expansion of distance learning opportunities including the creation of a support position, the Instructional Technology Coordinator, in 2001. Between 2000 and 2005, DVC used Partnership for Excellence and Telecommunications and Technology Infrastructure Program funding to support, among other projects and programs, the development of online courses through stipends and training. Since 2000-2001, the number of online classes has increased steadily from 75 to 280 for the 2005-2006 school year, approaching 7 percent of the schedule in 2007-2008. This trend reached a plateau of approximately 9 percent of the schedule and has held steady over the past few years. The planning efforts of 1999 are coming to fruition as the expansion of distance learning opportunities has provided greater access for more students.

Distance education is within the purview of two committees, the DVC Information Technology Committee and the Faculty Senate Distance Learning Advisory Task Force. The DVC Information Technology Committee is a collegewide, operational committee with the responsibility for making strategic planning and policy recommendations for campus computing, networking and instructional technology applications. The Information Technology Committee meets regularly and reports to the College Council for review and recommendation of the Technology Master Plan. The Distance Learning Advisory Task Force is a committee of the Faculty Senate, and as such, focuses its efforts on curriculum and pedagogy. Overlap occurs between the two in areas associated with selection of the Course Management Software (CMS) and support for online courses.

Planning for online education at DVC takes place primarily in two committees. First, it is addressed at an institutional level in the DVC Information Technology Committee, a participatory governance group that created and annually updates the Technology Master Plan. Members of this group include early adopters of online instruction and representative technology users from across the campus. The co-chairs include the Executive Dean of Information Technology and Services (also the Distance Education Coordinator) and a faculty member selected by the Faculty Senate Council. Effective July 1, 2011, the position of Executive Dean of Information Technology and Services (Executive Dean of IT) was replaced by the Technology Systems Manager. The committee has always included aspects of online learning in its strategic plan, but has taken an even stronger stance on the need for the institution to support distance learning infrastructure and training this year. This is in direct response to input from faculty who teach online.

The position of Distance Education Coordinator was established in 2007, and was assigned to the Executive Dean of Information Technology and Services. This was done in order to clarify that this position oversees all technology on campus, including the institutional support for online distance learning. This brings all of the resources of campus technology together under one administrator and ensures that all campus technology needs are met. This provides the necessary flexibility to better support each area of technology, including online learning.

The second committee that addresses the planning and delivery of online courses at DVC is the Faculty Senate Distance Learning Task Force. This group is chaired by a faculty member and consists of additional faculty members, and until June 30, 2011, the Executive Dean of IT. Currently the management representative on this task force is the Director of Library Services. Between the fall of 2005 and 2007, the task force authored and updated the DVC Online Course Guidelines, the purpose of which is to summarize and document the state and local policies, procedures, practices, regulations and resources related to distance education at DVC. As such, the guidelines refer to DVC practices and procedures, department/division bylaws, union contracts, district policies, State regulation and ACCJC standards. It is intended to serve as a resource and guidelines for faculty, staff and administrators who are interested or involved in distance education. While the Distance Learning Task Force was on hiatus between 2008 and 2010, the DVC Faculty Senate recently reconstituted it in the spring of 2011. Regular meetings began in the fall of 2011. One of the first actions taken by the task force was to review this Substantive Change Proposal prior to submittal to the ACCJC. Future action by this task force will include updating the Online Course Guidelines.

To ensure that all courses approved to be offered in the distance education mode met both DVC's high standards for quality as well as the requirements established by California State Regulations (Title 5), the DVC Curriculum Committee developed the following checklist to be used whenever a course is proposed to be offered in a distance education format. The DVC Curriculum Committee must approve all courses that are to be offered in a distance education format. Faculty must provide the following information:

Distance Education

Method(s) of Distance Education (Checkbox with explanation required for 'Other')	
<input type="checkbox"/>	Telecourse
<input type="checkbox"/>	Online
<input type="checkbox"/>	Hybrid
<input type="checkbox"/>	Other
Rationale for Distance Education Course (Checkbox with explanation required for 'Other')	
<input type="checkbox"/>	Increase Access
<input type="checkbox"/>	Serve New Students
<input type="checkbox"/>	Expand IT Competence
<input type="checkbox"/>	Enhance Student Learning
<input type="checkbox"/>	Other
Title 5 (Section 55211)	
<input type="checkbox"/>	Orientation
<input type="checkbox"/>	Regular Office Hours
<input type="checkbox"/>	Course Web Site
<input type="checkbox"/>	Web Access
<input type="checkbox"/>	Asynchronous Participation
<input type="checkbox"/>	Synchronous Participation
<input type="checkbox"/>	Email Contact
<input type="checkbox"/>	Online Group projects
<input type="checkbox"/>	Face-to-face meetings
<input type="checkbox"/>	Teacher Response
<input type="checkbox"/>	Regular Classroom Instruction
<input type="checkbox"/>	Review Sessions
<input type="checkbox"/>	Field Trips
Students are required to interact with the class and the instructor via the course website. A calendared sequence of assignments and events require student/student and student/instructor interaction on a continuing basis. Student progress is monitored by the instructor and bulletin board discussions and maintains "connectivity" among all members of the class. Hybrid format provides additional regular effective contact through face-to-face meetings.	
Course Delivery Methods	
<input type="checkbox"/>	Online, web based, WebCT software
Faculty Selection	
<input type="checkbox"/>	Qualified faculty would have completed training in an online course management system

Evaluation (Checkbox)	
	Online quizzes/tests/examinations
	Face-to-face Examinations
	Writing Assignments
	Research Paper
	Journal
	Performance
	Portfolio
	Projects
	Online Participation
(1) Web assignments (2) Instructor will evaluate students based on their level of participation and interaction with the class, quality and timeliness of projects submitted, and successful completion of all assignments.	

Planning for distance education courses has been almost exclusively a college effort. In spring 2011 the CCCCD Chancellor’s Cabinet decided to investigate the possibility of having the district purchase the rights to use a single learning management system (LMS) for the entire district. In fall 2011 the vice chancellor for technology and education convened a Districtwide LMS Task Force, charged with developing a list of requirements to be incorporated into a request for proposals to be distributed among LMS vendors. The goal is to standardize on one LMS for the entire district and support that LMS through the District Office.

Planning efforts undertaken by DVC for the implementation of distance education coincide with the college mission statement, which includes:

- Diablo Valley College is passionately committed to student learning through the intellectual, scientific, artistic, psychological and ethical development of its diverse student body.
- Diablo Valley College prepares students for transfer to four-year universities, provides career and technical education; supports the economic development of the region; offers pre-collegiate programs; and promotes personal growth and lifelong learning.

Further, these goals are consistent with the current strategic directions of the college, which include:

- The college will increase the percentage of students who: transfer, receive relevant and timely training for the workplace and, are proficient in Basic Skills while narrowing the transfer, achievement and proficiency gaps across all subgroups.
- The college will diversify funding resources to increase the level of discretionary control over resources and increase the total funding received by the college.
- The college will implement, align, evaluate and improve planning processes within the college on an ongoing basis.

On review, it is clear that DVC’s online course offerings address each of the curricular areas supported by the mission statement. Appendices B, C and D identify the online courses that

fulfill the various general education requirements for the Associate Degree. In addition Appendix E identifies courses that fulfill major requirements including those offered online.

DVC's Technology Master Plan, which is updated annually, is the long range, accountable plan for all technology on campus. It addresses the budgeting needs for distance learning and makes recommendations for all aspects of its support with regard to facilities, equipment, and other resources. In addition, it cites the need for training and classified staff support.

D. Evidence of Institutional Support to Demonstrate the Continuance of Quality Standards

DI. Evidence of Sufficient and Qualified Faculty, Management, and Support Staffing

Faculty

Online faculty members are subject to the same standards and scrutiny in hiring and evaluation as all other faculty at DVC. The minimum standards for hiring are those specified by the California Community Colleges. Besides meeting minimum qualifications as established by the California Community Colleges, faculty desiring to teach online must also satisfy departmentally established criteria for teaching online. Typically, this preparation is gained through training provided by the DVC Staff Development Center, by the department, or through experience teaching online at another institution.

The DVC Staff Development Center offers an annual Summer Technology Institute (<http://www.dvc.edu/org/departments/instructional-technology/SummerTechnologyInstitute.htm>). The institute, along with other staff development activities focus on best practices for online/hybrid course design, WebCT (the default Learning Management System) as well as other aspects of technology as it relates to instruction. The institute is offered by the college Instructional Technology Coordinator in conjunction with the Staff Development Coordinator. In addition, both the Instructional Technology Coordinator and the WebCT Administrator offer weekly drop-in training and problem solving sessions in the Staff Development Center.

Training sessions focus upon effective online teaching practices. Faculty are taught how to utilize various Learning Management System (LMS) tools, such as the discussion board, the email system, chat rooms, "live" classroom, the assignments tool and more, to design online courses that foster interaction between faculty and students. Best practice emphasizes the constant involvement of the instructor with students and course materials through the previously-listed technological tools.

The training provided is good and exposes faculty to the benefits and pitfalls of teaching online. The materials provided are very helpful. Experienced online faculty also serve as informal mentors to faculty who are beginning to teach online, sometimes co-teaching a course with a new online instructor.

Of the 104 DVC faculty currently teaching online, 55 are full-time contact faculty and 49 are adjunct faculty. The number of contract faculty teaching online has steadily increased and

continues to increase over time. DVC has not attempted to hire adjunct faculty solely for the purpose of increasing the number of online courses but has focused on training current contract and adjunct faculty. When new contract faculty are hired, one consideration is their interest, willingness and ability to use technology, including online teaching.

The faculty evaluation criteria and student evaluation form are the same for online courses as for other courses. Through the United Faculty-CCCCD contract process, an online student evaluation tool of instructors has been developed and was implemented fall 2006. These evaluations have become an integral part of the faculty evaluation process, ensuring that online instructors are evaluated and provided feedback in the same manner as instructors of on-campus courses. The instructor and student tracking features built within the LMS provide data that can be used within the faculty evaluation process to indicate satisfactory levels of faculty-student interaction.

Management

In 2007, the Executive Dean of Information Technology and Services became the Distance Education Coordinator. In that role, the executive dean was responsible for technology campuswide – instructional and administrative – as well as the responsibility for distance education. This position also provided the infrastructure and support for the technological aspects of distance learning as well as supporting training for the pedagogical aspects. Effective July 1, 2011, this position was replaced by the Technology Systems Manager (TSM).

As was mentioned above, the primary responsibility for implementing distance education courses lies with the college. District support is provided by CCCCCD Vice Chancellor of Technology and Education and the District Information Technology Committee. Responsibilities include technical infrastructure of the WebCT LMS and its integration with the district's Datatel management information system.

There is a close and effective working relationship between the administrators at both DVC and CCCCCD that is highly beneficial to the quality of our program.

Support Staffing

DVC supports distance education through two staff positions, a Technology Training and Development Coordinator and a WebCT Administrator, as well as a Staff Development Coordinator (an 80 percent faculty reassigned time position).

Support through Participatory Governance

In spring 2011 the DVC Faculty Senate Council voted to reconstitute the DVC Distance Learning Advisory Task Force (Task Force). This Task Force had been on hiatus for approximately two years. During the period 2005-2007, the Task Force, in collaboration with the Instructional Technology Coordinator and the Distance Education Coordinator, developed a comprehensive set of guidelines for distance education at DVC (Online Course Guidelines). These guidelines were adopted by the DVC Faculty Senate Council and the DVC Leadership Council (primary governance committee at that time) and serve as the guidelines for all distance education courses at

DVC. In addition, the DVC Information Technology Committee provided input to the guidelines regarding possible hardware and software solutions.

D2. Evidence of Appropriate Equipment and Facilities, including Adequate Control over any Off-campus Site.

The library has an extensive web presence supporting online learning. Students enrolled in distance education classes and those doing schoolwork remotely via the internet have access to a robust web site with information resources, a variety of instructional opportunities and means of communicating with library faculty for assistance. To continue building these virtual services, the most recent library faculty member hired has primary responsibility for online resources and web services development.

Library references services, research assistance and help with online course management software are provided during all open hours. Direct assistance from library faculty is available to students face-to-face as a walk-up service or by appointment. Off-campus, virtual assistance from a librarian is available via phone, email, live chat, and texting modes.

Library research instruction is offered through a collection of Research Guides (called LibGuides); brief “how-to” video tutorials provided via a YouTube channel; a six-module web-based tutorial, *SearchPath*; and through the library’s online course, *Information Literacy and Research Skills*.

Online access to the library’s collection of e-resources is available 24/7 to all students, faculty or staff. The collection includes over 45,000 e-books, 250 digital reference titles, and approximately 15,000 full-text journal and newspaper titles.

To assist distance education students doing coursework on campus, the library provides 75 computer stations, scanners, printers and photocopiers.

The San Ramon and the Pleasant Hill campuses of Diablo Valley College provide 41 computer labs in Pleasant Hill and 3 at SRVC, in addition to computer classrooms that exclusively support the college curriculum. These facilities contribute to student learning by providing locations where students can access a variety of computer based technologies to support their learning and help them succeed in their scholastic goals.

The college provides computer labs that enable students to utilize general programs such as word processing, presentation software, spreadsheet applications and internet connectivity for research. Many departmental labs also contain specialized software applications for more specific needs. For example the math lab, multimedia lab, business lab, foreign language lab and two science labs all contain discipline specific software packages that students can access to complete assignments or projects.

Recently in an effort to better serve the needs of the DVC student population, the college consolidated several labs into the new Advanced Technology Center. This provides a centralized location for Computer Science, Multimedia and GIS classrooms.

Student Services programs that are available in an online mode include:

a. **Counseling:** The Counseling Department offers an online counseling service (e-advisor) for students with questions that require a brief response. Additionally, a “chat with a counselor” service using Skype as its synchronous platform is currently under development.

Also offered is a variety of screen captured instructional videos designed to help students navigate the complex world of higher education. These videos are available on the Counseling webpage and via YouTube. Video topics include ASSIST Articulation Agreements, Major Exploration using ASSIST, First Semester Course Selection and Concurrent Enrollment at UC Berkeley. View the Video Library at: www.dvc.edu/org/departments/counseling/videolibrary.htm.

Other online counseling services include eSARS online scheduling appointment system and synchronous transfer and career-related workshops using CCCConfer (a web-based conferencing system maintained by the California Community College State Chancellor’s Office). Associate degree and transfer-related curriculum guides can be accessed and downloaded from the Counseling webpage.

b. **Accessibility:** Disability Support Services (DSS) provides students with the opportunity to apply online for services. Services include applying for accommodations and contacting DSS staff to arrange for online testing accommodations. Students can receive assistance in the High-Tech Center to utilize computers with assistive software and other equipment, access WebCT, etc. Assistive software is also available at a variety of other computer work stations across campus. The DSS verification form is also available online. This verification form is required for doctor documentation. DSS also offers email appointments with a DSS counselor.

Of primary concern at DVC is the college’s commitment to accessibility so that all students may learn. To this end, the DVC web site is 508 compliant and the WebCT LMS platform is accessible as well. A systematic evaluation and planning effort is currently underway at the district with input from all stakeholders to select a replacement LMS. Accessibility compliance is one of the evaluation criteria and is a requirement for choosing a LMS for the District.

c. **Admissions:** Admissions and Records offers students the ability to request official transcripts online. Via WebAdvisor, students are able to order and pay for official transcripts online. This is a collaborative effort with the other two colleges in the district, Contra Costa and Los Medanos Colleges. Upon ordering the transcript, students are also able to view the status of their order and receive immediate feedback of any holds. This service offers convenience and flexibility to students looking for a quick and reliable method to order transcripts. Petition to repeat classes can also be completed online.

A number of services are available including online admissions application, FASFA, registration, parking permit purchases, assessment appointments, etc. The Enrollment Services Lab which is a collaborative effort between the Welcome Center and Admissions and Records provides a place for students to complete any of the online enrollment services available at DVC.

d. **Delivery of course material:** Books and other required materials are available for online purchase via the DVC Bookstore website. In addition, for library reserves, faculty can work with library staff to set up links to articles available through college periodical databases, and they can link to e-books that are owned by the library.

e. **Financial aid:** The Financial Aid Office (FAO) has made the Board of Governors Fee Waiver application available for students to complete online via CCCApply.org. Students can submit the Fee Waiver application at their convenience and processing takes about 48 hours.

Other online services developed by the FAO include maintaining a presence on social networking sites like MySpace, Facebook, and Twitter. These online opportunities provide students with accurate and pertinent information about the program and services in the FAO. In addition, staff is able to communicate on a regular basis to over 2,000 friends through these various networking sites about important dates, financial aid opportunities, and campus and office news. A DVC financial aid blog has also been created. The blog enables the DVC and online community to read about scholarship opportunities, news about financial aid, and other general information or news about higher education. The blog enables FAO staff to share information with students, parents, high school counselors, DVC faculty and staff, and with colleagues at other higher education institutions.

Additionally, the FAO utilizes YouTube to offer tutorial videos that assist students in navigating through the financial aid process and completing various forms.

f. **Career and employment services:** The Career and Employment Services center features an online job posting system. In addition to job posting capabilities, the system hosts a portfolio feature for various majors where students can upload and save important documents, photos, videos and transcripts for employers to view. The site also contains career advice videos that focus on appropriate interview attire, responses to key interview questions, and tips on resume writing. Services can be accessed by students, alumni, employers and the community. The website is www.collegecentral.com/dvc.

g. **Tutoring:** At this time, DVC does not offer any tutoring services via distance education. The Tutoring Advisory Committee is conducting a collegewide evaluation of tutoring services in order to better assess needs and recommend allocation of resources to meet those needs.

h. **Cooperative Work Experience (CO-OP) Education:** CO-OP Education provides an automated software system that allows students to complete their CO-OP application online. Students are provided with automated communications and follow-up on their next steps for CO-OP enrollment. Instructors are provided with rosters and individual information sheets for each student. In addition the system compiles a database of employers for use in future recruitment and relationship building. Despite reduction in staffing, the system has been instrumental in allowing CO-OP Education to continue.

i. **Assessment:** The Assessment Center provides students with the opportunity to schedule appointments online for placement testing. In addition, the Informed Student Self Assessment is an online self-placement test for pre-collegiate level math courses.

j. **International Students Admissions and Services** provides an online orientation that allows students to acquire critical information about DVC prior to entering the United States. Completing the orientation also allows students to enroll in classes at DVC prior to entering the US. Students can also access the DVC International Counseling Blog for updates on important deadlines, information about transferring, announcements, etc. at www.dvc.edu/international/resources.

k. **Other services:** The Transfer Center offers essential information related to transfer on the DVC website. The Student Life Office and Associated Students of DVC (ASDVC) utilize a web-based training module to train new club advisors. Trainings include Advisor Orientation, How to Start a New Club, and Inter-Club Council/ASDVC funds request procedures. In addition, the student life website has been updated to include many club resources, such as the Student Organization Handbook and a variety of essential forms.

A video for probation level two students is available on YouTube. Also, students can use email to request reinstatement for dismissal.

D3. Evidence of Fiscal Resources including the Initial and Long Term Amount and Sources of Funding for the Proposed Change.

DVC is part of the Contra Costa Community College District. As a result of its most recent comprehensive self evaluation (2008), the district implemented a new financial allocation model (referred to as the 361 model). This model gives the college greater autonomy for managing its fiscal resources. The college is assessed for services provided by the District and is expected to maintain a fiscal reserve to address unforeseen events. Now, in the second year of implementing this model, and with several years of declining financial support from the State of California, DVC maintains a healthy reserve while continuing to support distance education activities and the services needed by students. Although the long term outlook for state funding is not positive, the college and district are committed to supporting distance education.

D4. A Plan for Monitoring Achievement of the Desired Outcomes of the Proposed Change.

The process initiated in 2007 for online faculty evaluations has allowed closer scrutiny of, and guidance to, faculty teaching online. This will continue to assist the College in assuring that the quality of online education is parallel with that of on-campus instruction.

The research department regularly reports on student enrollment, success, retention, and other factors. These reports are scrutinized and the results used in decisions about future directions for online classes. Research results on student enrollment in distance education courses, retention rates, success rates and withdrawal rates are presented below for the last five academic years:

ONLINE					
Year	Number of courses	Number of sections	Full Time Faculty Teaching Online	Part Time Faculty Teaching Online	Total Faculty Teaching Online
2006-2007	199	366	49	55	104
2007-2008	231	411	57	66	123
2008-2009	231	433	59	61	120
2009-2010	240	442	62	53	115
2010-2011	184	436	70	51	121

Year	ONLINE			
	End of Term Seat	Retention	Success	Withdrawals
2006-2007	10,773	79.20%	60.20%	20.80%
2007-2008	12,802	77.90%	62.60%	22.10%
2008-2009	13,681	80.00%	63.80%	80.00%
2009-2010	14,578	81.10%	65.60%	18.90%
2010-2011	15,211	82.32%	65.65%	17.68%

Year	TRADITIONAL			
	End of Term Seat	Retention	Success	Withdrawals
2006-2007	134,885	83.70%	72.60%	16.30%
2007-2008	135,837	83.50%	72.80%	16.50%
2008-2009	142,615	85.10%	72.30%	14.90%
2009-2010	146,626	84.70%	72.70%	15.30%
2010-2011 (Summer and Fall only)	141,620	85.27%	73.21%	14.73%

Source: DVC Research Department (6/30/11)

Over the last five years, the number of courses and sections offered in a distance education format has increased gradually. A comparative analysis of retention, success and withdrawal rates between distance education and traditional courses shows that rates of success and retention are higher while withdrawal rates are lower in traditional courses. It is important to note that the difference between online and traditional course success, retention and withdrawal rates has decreased steadily over the past five years while the overall rates for both groups has gradually increased. Differences still exist and the college is committed to closing these gaps. Each individual instructional unit monitors these data elements as part of their annual Instructional Unit Program Review.

Research findings and staff development surveys are also used in guiding the content of workshops on pedagogical issues in online education.

E. Evidence That the Institution Has Received All Necessary Internal and External Approvals

All courses, degrees, and certificates offered by DVC have been approved by the DVC Curriculum Committee, the Contra Costa Community College District Board of Trustees, and the California Community College System Office. All courses taught in a distance education mode have been reviewed for quality standards and approved by the DVC Curriculum Committee in accordance with California administrative code and regulation. Documentation of approval for each course, program, and distance education delivery method is available upon request.

F. Evidence That Each Eligibility Requirement Will Still Be Fulfilled

CERTIFICATION OF CONTINUED COMPLIANCE WITH ELIGIBILITY REQUIREMENTS FOR ACCREDITATION

1. Authority (no change since last accreditation visit in 2008)

Diablo Valley College is authorized by the state of California to operate as a public community college. As such, the college is authorized under Title 5 of the Administrative Code to offer Associate in Arts and Associate in Science degrees, and appropriate approved certificates.

2. Mission

The college has an approved mission appropriate for a public California community college that clearly defines the college's primary purposes and describes the institutional commitment to achieving student learning. The mission, vision and values statement was adopted by the Contra Costa Community College District Board of Trustees and is online as well as published in the catalog and other public documents.

3. Governing Board (no change since last accreditation visit in 2008)

Diablo Valley College is governed by the Board of Trustees for the Contra Costa Community College District. The board is responsible for the quality and integrity of the institution, for ensuring that the institution's mission is carried out, and for ensuring that the institution's financial resources are directed toward a sound educational program. The board, composed of five members elected to represent specific areas of Contra Costa County, is sufficient in size and composition to fulfill its responsibilities. As a body charged with independent policy-making, it is capable of reflecting the interests of the public and constituents in its decisions. Board members do not have employment, family, ownership, or personal financial interests in the institution. The board adheres to a conflict of interest policy that ensures impartiality in all their deliberations and decisions.

4. Chief Executive Officer

Diablo Valley College's chief executive officer is Mr. Peter Garcia. The chief executive officer is appointed to his role as president by the board and his primary responsibility is to the institution. The board delegates to the president the authority to administer board policies for the college. Neither the college president nor the district chancellor serves as chair of the board.

5. Administrative Capacity (no change since last accreditation visit in 2008)

Diablo Valley College is staffed by a sufficient number of administrators to provide the services necessary to support the College's mission and purposes. Administrators are selected competitively and all possess the appropriate preparation and experience to fulfill their assigned roles.

6. Operational Status (no change since last accreditation visit in 2008)

The College is in full and continuous operation. Students are actively pursuing the degree programs offered by the institution.

7. Degrees (no change since last accreditation visit in 2008)

The majority of DVC's course offerings lead to Associate degrees and/or certificates and the college routinely scrutinizes course offerings to assure that they meet degree and program objectives. Students' educational goals and their progress toward them are monitored and provide evidence that a significant proportion of student enrollments are in courses leading to degree/certificate offerings.

8. Educational Programs (no change since last accreditation visit in 2008)

Diablo Valley College offers a large number of Associate degrees and certificates that are consistent with the college's mission. All programs are developed based on needs assessments and recommendations from discipline experts; input from industry advisory committees and transfer institutions are utilized in program development. Degree and certificate requirements are consistent with Title 5 in their extent, depth, rigor and intensity. Students completing degrees and certificates are required to demonstrate outcomes. Degree programs require a minimum of 60 credit units and are, generally, two years in length.

9. Academic Credit (no change since last accreditation visit in 2008)

Academic credit for coursework is awarded in accordance with Section 55002.5, Credit Hour, of Title 5 of the California Code of Regulations. DVC offers courses on a semester system. As such all credit courses require a minimum of 48 hours of lecture, study, or laboratory work for one unit of credit.

10. Student Learning and Achievement

The Diablo Valley College Catalog, published and updated annually, defines the requirements for every degree and certificate offered by the college. The listings include prerequisites, course numbers, names, and units, as well as descriptive program information. Program and course-level student learning outcomes are available on the college web site (<http://www.dvc.edu/commoncontent/student-learning-outcomes/pdfs/pSLOs.html>) with links provided in the college catalog. Longitudinal student achievement data is tracked and published on the college research website. Annual program reviews include an assessment of students' achievement of outcomes.

11. General Education (no change since last accreditation visit in 2008)

All Associate degrees offered by Diablo Valley College require a general education component. General education requirements are defined by CCCC Board Policy 4011, which is consistent with Title 5 general education policy (Section 55063) for California community colleges and is consistent with levels of quality and rigor appropriate to higher education. The college's general education requirements are designed to ensure breadth of knowledge and promote intellectual inquiry. They include demonstrated proficiency in writing and mathematics.

12. Academic Freedom (no change since last accreditation visit in 2008)

Board Policy 2018, adopted by the board on June 27, 1984, and revised on July 21, 1999, defines academic freedom for faculty, staff and students. Specifically, faculty, staff and students are free to teach, study, conduct research, write and challenge viewpoints without undue restriction. Diablo Valley College supports and sustains a culture that protects intellectual freedom and independence.

13. Faculty

Diablo Valley College has a core of well qualified and experienced full-time faculty to support the college's educational programs. The faculty union contract clearly specifies the responsibilities of a faculty member. Both the contract and the evaluation procedures describe the faculty's responsibilities for program and curriculum development as well as for assessment of student learning.

14. Student Services (no change since last accreditation visit in 2008)

Diablo Valley College provides a wide range of student services to meet the needs of all of its students. The services are consistent with the size of the institution, the characteristics of the student population, and the mission of the institution. Student services are organized to best support as well as encourage learning and development. Point of service data are acquired as part of the program review process where service areas are routinely assessed.

15. Admissions (no change since last accreditation visit in 2008)

Diablo Valley College has adopted and strictly follows admissions policies that are consistent with the community college mission and Title 5 requirements. The policies, printed in the catalog and class schedules, specify the qualifications necessary for admission to the institution. Admissions personnel are qualified for and understand their role relative to established policies.

16. Information and Learning Resources (no change since last accreditation visit in 2008)

A wide range of information and learning resources are provided to support the college's mission and educational programs. The library owns or licenses a large inventory of print, non-print, and web-accessible materials. Students may access library database resources through the web, whether on or off campus. All instructional programs, including online, may access these resources. Resources are also available through dedicated campus computer labs as well as online.

17. Financial Resources

The college has sufficient financial resources to support student learning programs and services and to improve institutional effectiveness. Planning takes place at both the college and the district levels and is evaluated and modified as changes require. Financial resources support the mission and provide financial stability.

18. Financial Accountability (no change since last accreditation visit in 2008)

As required by law, Diablo Valley College undergoes regular financial audits in concert with the rest of the Contra Costa Community College District. The audits are conducted by external auditors who are certified public accountants and have no other relationship to the district or college. These annual audit reports along with an annual financial report are submitted to the ACCJC as part of the college's annual report.

19. Institutional Planning and Evaluation

Diablo Valley College's participatory governance structure was redesigned as a result of being placed on Show Cause by the ACCJC in January 2009. The new structure includes four governance committees: College Council, Institutional Planning Committee, Budget Committee and the Integration Council. In addition, there are twelve collegewide operational committees. The Institutional Planning Committee (IPC) is charged with recommending to the College Council the annual and multi-year strategic directions, including action steps. College Council reviews this recommendation prior to a final recommendation to the college president. Through June 30, 2011, the IPC relied on the Institutional Effectiveness Committee (IEC) to coordinate the collegewide evaluation of the integrated planning and resource allocation process. After June 30, 2011, the functions of the IEC have been absorbed by the IPC as the college seeks to streamline its committee structure while retaining those key functions necessary to ensure institutional effectiveness. In addition, all collegewide committees are required to complete an annual self

evaluation and submit this evaluation to the College Council. College Council uses these annual self evaluations as part of their review of the college governance and consultation model.

Diablo Valley College's institutional effectiveness is regularly evaluated and tracked and reported to the College Council. This is accomplished through point of service surveys soliciting student feedback for most student services programs and through the collection and analysis of data on student demographics, success, persistence, degrees, certificates, and transfer for instructional programs. Additional effectiveness data is collected through the use of web-based survey tools. The data were analyzed by the college research department and reported to the IEC. Beginning July 1, 2011, research functions have been centralized at the CCCCD District Office. Effectiveness data will be analyzed by District research and reported to the IPC. The IPC schedules meetings to discuss effectiveness data for a broader collegewide review before being forwarded to the College Council and ultimately, the college president. The institutional effectiveness data and longitudinal student outcomes data is published on the college research website.

Diablo Valley College is committed to student learning outcomes (SLOs) and their assessment. SLOs and their results continue to be reported in the program review plans for its academic programs, student services and administrative services. The college has developed a web-based SLO database called 'WebSLOs' for instructional SLOs at the course and program-level. The database is maintained by the instructional SLO facilitator and provides web access to approved SLOs, assessment schedules, and assessment results. SLOs for student services programs are maintained by the individual programs. To date, course and program-level SLOs have been input for 100 percent of the courses and programs at DVC. Ongoing assessment of SLOs is underway for 41 percent of all courses and 92 percent of all instructional programs. SLOs have been defined and are being assessed for 100 percent of student services programs.

20. Public Information

Diablo Valley College revises and publishes its catalog annually. To ensure accuracy and currency, the entire catalog is reviewed by the appropriate contributors. The catalog is published in printed form and is also available in electronic format on the college web site. The catalog contains general information including demographic information about the institution; its mission, vision, values and goals; course, program, and degree offerings; academic calendar and program length; academic freedom statement; available student financial aid and learning resources; names and degrees of administrators and faculty; names of governing board members; admission requirements and procedures; policies, rules and regulations directly affecting students including fees and other financial obligations, degree, certificate, graduation and transfer requirements, academic regulations including academic honesty, acceptance of transfer credits, statement of nondiscrimination, sexual harassment policy, complaint and grievance procedures. Much of this information is also published in the class schedule and Student Handbook.

21. Relations with the Accrediting Commission

The Board of Trustees affirms that Diablo Valley College adheres strictly to the eligibility requirements, accreditation standards and policies of the Commission, describes itself in identical

terms to all of its accrediting agencies, communicates any changes in its accredited status, and agrees to disclose information required by the Commission to carry out its accrediting responsibilities. Moreover, the college will comply with Commission requests, directives, decisions and policies, and will make complete, accurate and honest disclosures in all communications.

G. Evidence That Each Accreditation Standard Will Still Be Fulfilled

CERTIFICATION OF THE CONTINUED MEETING OR EXCEEDING OF ALL ACCREDITATION STANDARDS

DVC continues to meet or exceed all of the standards of accreditation. The college's last comprehensive visit was in 2008 and resulted in the college being placed on Show Cause. In response to the Show Cause action, the college prepared a Show Cause report (October 2009). Based on a visit in October 2009, the Commission acted to remove Show Cause and issue Probation in January 2010. DVC was instructed to prepare a Follow-Up report by October 15, 2010. A team visited the college in November 2010 and based on the Follow-Up report and the report from the visiting team, the Commission acted to remove probation and reaffirm accreditation at its January 2011 meeting. DVC prepared and submitted a focused midterm report in October 2011. The focused midterm report is expected to be accepted in January 2012 with no visit required. The college's next accreditation visit is scheduled for 2014.

Accreditation standards that are particularly impacted by the proposed change are addressed below.

Standard I: Institutional Mission and Effectiveness - The institution demonstrates strong commitment to a mission that emphasizes achievement of student learning and to communicating the mission internally and externally. The institution uses analyses of quantitative and qualitative data and analysis in an ongoing and systematic cycle of evaluation, integrated planning, implementation, and re-evaluation to verify and improve the effectiveness by which the mission is accomplished.

A. Mission: DVC's mission statement clearly articulates its educational purposes, the students it serves, and its commitment to student learning. Along with the mission statement are the college's vision and values statements. Together these three statements provide the guidance for all that DVC seeks to achieve. The latest revision to the college's mission statement occurred during fall 2010 and is published on the college's website, and appears in the 2011-2012 catalog and other publications.

The College's mission statement begins with the focus on student learning, which is fundamental to all that we do. It describes our focus on all aspects of learning among a diverse student body. It also identifies our focus on transfer, career and technical education, support for the local economic development of the region, pre-collegiate learning, personal growth and lifelong learning. The values statement reinforces our belief in learning, equity, excellence, creativity, diversity,

integrity, responsiveness, collaboration, communication, academic freedom, accountability and stewardship. The college is guided by its vision statement, which describes the college as an evolving, learning centered institution.

B. Improving Institutional Effectiveness: As a result of action in response to the Show Cause action as well as to the subsequent Probation action, DVC has implemented a number of structures and procedures to improve institutional effectiveness.

Structures:

- Institutional Effectiveness Committee
- Institutional Planning Committee
- College Council
- Integration Council
- Joint Faculty Senate and Administration Scheduling Task Force (review of DE courses)

Procedures:

- Integrated Planning (DVC Procedure 1010.01)
- Program Review (DVC Procedure 1016.01)
- College Governance (DVC Procedure 1009.01)

Standard II: Student Learning Programs and Services - The institution offers high-quality instructional programs, student support services, and library and learning support services that facilitate and demonstrate the achievement of stated student learning outcomes. The institution provides an environment that supports learning, enhances student understanding and appreciation of diversity, and encourages personal and civic responsibility as well as intellectual, aesthetic, and personal development for all of its students.

A. Instructional Programs: The quality, rigor, and accountability of DVC's instructional programs drive it to excel. Effective spring 2010 program review was integrated for the entire campus with the adoption of DVC Procedure 1016.01 (Program Review) and DVC Procedure 1010.01 (Integrated Planning) which effectively integrated the existing student services program review process with the recently revised instructional unit program review process and administrative program review process. In addition, DVC Procedure 4001.07 (Course Update Compliance) was adopted spring 2010 and requires that all DVC courses be updated regularly to ensure currency and compliance with California Code of Regulation (Title 5), Contra Costa Community College District Board Policy and ACCJC standards. DVC uses a home-grown, web-based curriculum tracking and processing system called Web Curriculum System (WCS). Prior to being approved for delivery in a distance education format, all courses must be approved by the DVC Curriculum Committee. For existing curriculum a separate review and approval process exists.

The college has identified SLOs for all instructional programs at the course and degree/certificate level. SLOs for distance education courses are identical to those of non-distance education courses. A web-based SLO database (WebSLOs) serves as an interactive repository for all instructional SLOs and provides access both on and off campus. In addition, WebSLOs establishes an assessment schedule for all instructional SLOs. Verification that a program is on

track with SLO assessment and evaluation is integrated as a compliance measure for all instructional unit program reviews. Any program that does not meet this compliance measure is ineligible for college resources until such time as it comes into compliance.

In fall 2010 the college developed an institutional SLO with multiple components. In spring 2011 DVC assessed several of these components with a collegewide survey of students. The college is currently analyzing the results and will use those results to make changes designed to improve student success and achievement.

B. Student Support Services: DVC recruits and admits a diverse and multicultural student population who are able to benefit from the numerous programs and services offered by the college. In direct support of this commitment, the institution provides a broad spectrum of support services, both face to face and online, to assure student access, progress, learning, and success. Services provided include outreach and recruitment, and the formal matriculation processes of admissions, placement assessment, orientation, workshops specific to educational goals, creation of the Student Education Plan and follow up support. Ongoing and additional support is provided to students by the Counseling Center, Transfer Center, Career and Employment Services, DSS, International Student Services, and Veterans Affairs. Other support services are in place to meet the needs of underrepresented student populations, including Extended Opportunity Programs and Services, and Learning Communities such as the Puente Project.

Student services areas continue their long standing commitment to assessing student learning outcomes and using the results for continuous improvement. Fully 100 percent of all student service areas have established student learning outcomes and assess them on a regular basis. As with instructional units, verification that SLOs have been assessed is a compliance component of student service unit's program review.

The recent reduction and/or elimination to categorical funding have left a significant deficit to available resources for in-reach and outreach efforts. The college understands the value of these programs and committed itself to search for ways to continue its support to student success. The college has worked diligently to establish and strengthen community partnerships and obtain grant funding.

C. Library and Learning Support Services:

The library currently offers an array of services and instructional programs in three broad categories: library services, instructional program for career/technical education in Library and Information Technology certificate, and instructional program for Library Studies.

Library services include direct services to the students, faculty and staff; those services which acquire, manage and make available print and electronic resources; and those services which support access to technology tools.

Direct services are provided for students, faculty and staff on the DVC and SRVC campuses, as well as those in distant education programs, and those researching remotely from home or work. Services include reference and research assistance, course-related library instruction workshops, and online access to our virtual library of e-resources from the [library website](#). The virtual library

provides access to e-books, full-text articles, e-handouts and research guides, the library catalogs of all three CCCD library collections, web links to resources and general information about the library.

Over 5,300 instructional support videos are available for faculty check out and student use in the Media Center. Also, a reserve collection of videos is made available by faculty for student use. Using DECT grant funds, the media center is providing close captioned videos for online classes. These videos are made available through Burbank online services or other streaming services that students can access at their convenience.

The Computer Center is on the first floor of the Library Building. There are over 100 computers available for student use. Students may use these machines to access their online courses. Printing is available with a student ID card. Printing costs are currently 10 cents per page. Students are required to bring their own headsets for sound and USB Flash Drives for storage. Student Lab Assistants are available to help students. Tutoring is available in L145 for 10 hours each week.

Standard III: Resources - The institution effectively uses its human, physical, technology, and financial resources to achieve its broad educational purposes, including stated student learning outcomes, and to improve institutional effectiveness.

A. Human Resources: DVC provides two classified positions in support of distance education courses. One is a WebCT administrator, responsible for administering the WebCT learning management system, assisting faculty and students with access issues and optimizing system operation. The second is a Technology Training and Development Coordinator. This position provides technical support for faculty as they develop and teach distance education courses. This position also provides some pedagogical support for faculty as they develop distance education courses. Every summer, the Technology Training and Development Coordinator offers a ‘Summer Technology Institute’ open to all faculty at DVC. The institute provides hands-on training on designing distance education courses as well as showcases best practices using WebCT. Although the college has gone through significant classified staff reductions during the past two years, the two classified positions that directly support distance education instruction have not been eliminated, evidence of the college’s commitment to supporting distance education. Effective July 1, 2011, the position of Executive Dean of IT has been eliminated. The support for distance education that was provided by this position will be handled by several positions. Hardware support will be handled by the IT Systems Manager while software support will be handled by the Vice Chancellor of Technology and Education at the CCCCD. This is all part of a districtwide plan to centralize technology support. Part of this effort is the establishment of a task force which will select a single learning management system to be used by all colleges in the district and managed by the CCCCD.

B. Physical Resources: With the passage of Measure A (2006), a capital facilities bond measure, funding was made available to upgrade the bandwidth available for internet connections on campus. The campus now provides gigabit bandwidth connections to the desktop. This added capacity will allow for improved streaming of video and interactive distance education applications. In addition, this will provide improved capacity for live lecture capture and provision of that lecture data online.

C. Technology Resources: A major part of the college planning process is the DVC Technology Master Plan, which is monitored and updated annually by the participatory governance Information Technology Committee. This plan directly oversees the deployment of services and equipment for all technology on campus, including those technologies employed for online instruction. Although this plan has historically addressed such issues as the platform on which online instruction was delivered (currently WebCT), as was mentioned above, this decision will now be made at the district level and there will be one learning management system for all colleges in the CCCCDC. The DVC Technology Master Plan will continue to specify local hardware, software and support used for both instructional and non-instructional purposes. The Faculty Senate recently revived the Distance Education Task Force, which has, in the past, developed guidelines for all distance education instruction and will continue to inform the decision making process for online instruction.

Authentication: The importance of authentication is stressed throughout faculty professional development training programs. The Faculty Senate Distance Education Task Force has mandated that faculty use the college's current learning management system, WebCT, as the landing page for all distance education courses. Doing so, ensures that all students use their district issued login and password to access the distance education course, thereby meeting the following requirement.

As stated in Section 496 of August 14, 2008, Higher Education Opportunity Act:

Accrediting agencies must require institutions that offer DE or correspondence education to have processes to establish that the student who registers is the same student who participates in and completes the work and gets the academic credit.

All students who are enrolled in distance education courses at DVC are issued a secure username and password for access to the WebCT learning management system. The username and password are generated from the student information system registration rosters and are unique to each student.

Student Privacy: The use of a secure login and password that is unique to the CCCCDC and that does not use any portion of either a student's social security number or other non-district issued form of identification, significantly reduces the likelihood of non-district information being compromised. Further, DVC and the CCCCDC stringently adhere to the Family Educational Right to Privacy Act regarding the release of student information.

D. Financial Resources: The college has gone through three consecutive years of significant budget reductions, however the college still financially supports the following items related to distance education. The college provides a single learning management system for all distance education courses through a collegewide license for WebCT. The college continues to fund professional development activities for distance education (the summer institute). The college also provides technical support for the hardware and software needed to implement distance education courses.

Standard IV: Leadership and Governance - The institution recognizes and utilizes the contributions of leadership throughout the organization for continuous improvement of the institution. Governance roles are designed to facilitate decisions that support student learning programs and services and improve institutional effectiveness, while acknowledging the designated responsibilities of the governing board and the chief administrator.

A. Decision-Making Roles and Processes: The concept of participatory governance is fundamental to DVC, which boasts active faculty, staff, and student groups, who participate in all areas of decision making. The process for participating in governance is codified in DVC Procedure 1009.01 (College Governance). The final participatory governance body is the College Council, which receives recommendations from other governance and operational committees and makes a final recommendation to the president. The President is the college's chief executive officer, reporting to the chancellor, who serves as chief executive officer for the district. The president is responsible for the leadership of the college, and the chancellor for the district, reporting to the board of trustees.

In terms of how these decision-making processes affect online instruction, three committees are essential: the Faculty Senate Distance Education Task Force, the DVC Information Technology Committee and the DVC Curriculum Committee. All three of these groups serve to inform the decision-making bodies on how to establish distance education courses and how to support distance education, both pedagogically and technically.

B. Board and Administrative Organization: DVC is part of the Contra Costa Community College District which is overseen by a five member board of trustees elected by the citizens of Contra Costa County. The district chancellor is the sole employee of the board and is the chief executive officer of the district with overall responsibility for district operations. Supporting the chancellor is a vice chancellor of education and planning, a vice chancellor of human resources and a vice chancellor of finance and administrative services. Participatory governance at the district level occurs through the District Governance Council. This body makes recommendations to the Chancellor's Cabinet, which is made up of the chancellor, the vice chancellors and the college presidents.

In the area of distance education, the district has historically played a distant supportive role by providing technology support for email and other forms of electronic communication. As was stated above, this is changing as the district now will lead a broad effort to select and standardize on a single learning management system for the all of the colleges in the district. This selection should be completed in spring 2012 with planned implementation in fall 2012.

Appendix (A)

**Summary of Diablo Valley College Degrees and Certificates
Offering 50% or More of Major Courses Online**

Discipline	Title	Certificate of Accomplishment	Certificate of Achievement	Associate in Arts	Associate in Science
Administration of Justice	Administration of Justice		X	X	
	Administration of Justice – Community Relations Specialist	X			
	Administration of Justice – Correctional Specialist	X			
	Administration of Justice – Crime Scene Investigator	X			
	Administration of Justice – Criminal Law Specialist	X			
	Administration of Justice – Juvenile Counseling	X			
	Administration of Justice – Patrol Specialist	X			
Art Digital Media	Art Digital Media – Web Design		X	X	
	Art Digital Media – Foundation	X			
Business	Business – Transfer		X	X	
	Business – Advanced General Business		X		X
	Business – Business Marketing		X		X
	Business – Management and Leadership Studies				X
	Business – Real Estate				X

	Business – Small Business Management/Entrepreneurship				X
	Business – Wealth Management		X		X
	General Business		X		
	Management Studies		X		
	Small Business Management		X		
	Business Essentials	X			
Business Accounting	Accounting				X
	Advanced Accounting		X		
	Bookkeeping		X		
	General Accounting		X		
Business Information Management	Office Professional		X		
	Office Professional Essentials	X			
Business Real Estate	Real Estate		X		
Chinese	Mandarin Chinese		X		
Computer Information Systems	Computer Information Systems - Database Management	X	X		X
	Computer Information Systems - Project Management	X	X		X
	Computer Information Systems - Web Graphics	X	X		X
	Computer Information Systems - Web Technology	X	X		X
	Computer Information Systems - Core		X		
Computer Network Technology	Microsoft Windows System Administration		X		X
Computer Science	Computer Science				X
	Computer and Information Science		X		
	Computer User Support		X		

Computer Technical Support	Computer Technical Support	X	X		X
Engineering	Civil Design Drafting Technology		X		X
	Civil Drafting, CAD				
	Mechanical Drafting, CAD	X			
	Computer Aided Drafting and Digital Media for Engineering and Architecture	X			
English	English			X	
French	French - List B		X		
Geography	Social/Cultural Geography			X	
	Geographic Information Systems/Global Positioning System	X	X		X
Health Science	Health Education				X
Italian	Italian - List B		X		
Japanese	Japanese - List A		X		
Mathematics	Mathematics			X	
Psychology	Psychology			X	
Russian	Russian		X		
Spanish	Spanish - List A		X		
	Spanish - List B		X		

Appendix (B)

Major Requirements for Associate Degrees and Certificates
and their online status
Per Diablo Valley College Catalog, 2011-12

Associate in Science Degree
Addiction Counseling

MAJOR REQUIREMENTS

ADS 101*
ADS 102
ADS 103
ADS 151
ADS 152
ADS 154
ADS 155
ADS 163*
ADS 168
ADS 170
ADS 171*
ADS 172*

Associate in Science Degree Addiction Studies

MAJOR REQUIREMENTS

ADS 101*

ADS 102

ADS 152

ADS 154

ADS 155

ADS 163*

ADS 170

Certificate of Achievement Addiction Counseling

REQUIRED COURSES

ADS 101*
ADS 102
ADS 103
ADS 151
ADS 152
ADS 154
ADS 155
ADS 163*
ADS 168
ADS 170
ADS 171*
ADS 172*

Certificate of Achievement Addiction Studies

REQUIRED COURSES

ADS 101*

ADS 102

ADS 152

ADS 154

ADS 155

ADS 163*

ADS 170

Associate in Science Degree Administration of Justice

MAJOR REQUIREMENTS

ADJUS 120*
ADJUS 121*
ADJUS 122*
ADJUS 124*
ADJUS 130*
ADJUS 221*
ADJUS 284*

PLUS AT LEAST 7-9 UNITS FROM:

ADJUS 125*
ADJUS 139*
ADJUS 203*
ADJUS 222*
ADJUS 230*
ADJUS 260*
ADJUS 270
ADJUS 280*
ADJUS 298*

Certificate of Achievement Administration of Justice

REQUIRED COURSES:

ADJUS 120*
ADJUS 121*
ADJUS 122*
ADJUS 124*
ADJUS 130*
ADJUS 221*
ADJUS 284*

PLUS AT LEAST 7-9 UNITS FROM:

ADJUS 125*
ADJUS 139*
ADJUS 203*
ADJUS 222*
ADJUS 230*
ADJUS 260*
ADJUS 270
ADJUS 280*
ADJUS 298*

Certificate of Accomplishment
Administration of Justice - Community Relations Specialist

REQUIRED COURSES:

ADJUS 120*

ADJUS 130*

ADJUS 139*

PLUS AT LEAST 3 UNITS FROM:

ADJUS 280*

ADJUS 284*

Certificate of Accomplishment
Administration of Justice - Correctional Specialist

REQUIRED COURSES:

ADJUS 120*

ADJUS 124*

ADJUS 139*

ADJUS 284*

Certificate of Accomplishment
Administration of Justice - Crime Scene Investigator

REQUIRED COURSES:

ADJUS 120*

ADJUS 203*

ADJUS 222*

ADJUS 260*

Certificate of Accomplishment
Administration of Justice - Criminal Law Specialist

REQUIRED COURSES:

ADJUS 120*

ADJUS 121*

ADJUS 122*

ADJUS 221*

Certificate of Accomplishment
Administration of Justice - Juvenile Counseling

REQUIRED COURSES:

ADJUS 120*

ADJUS 124*

ADJUS 139*

ADJUS 230*

ADJUS 284*

Certificate of Accomplishment
Administration of Justice - Patrol Specialist

REQUIRED COURSES:

ADJUS 120*

ADJUS 125*

ADJUS 139*

ADJUS 222*

ADJUS 260*

ADJUS 270

Associate in Science Degree Architecture Design

MAJOR REQUIREMENTS:

ARCHI 120
ARCHI 121
ARCHI 130
ARCHI 131
ARCHI 135
ARCHI 220
ARCHI 221
ARCHI 244
CONST 144

PLUS AT LEAST 3 UNITS FROM:

ARCHI 105
ARCHI 110
ARCHI 136
ARCHI 156
ARCHI 157
ARCHI 158
ARCHI 160
ARCHI 207

Associate in Science Degree Architecture Technology

MAJOR REQUIREMENTS:

ARCHI 120
ARCHI 126*
ARCHI 130
ARCHI 244
CONST 124
CONST 135
CONST 144

PLUS AT LEAST 6 UNITS FROM:

ARCHI 131
CONST 116
CONST 181
CONST 183*
COOP 180
ENGIN 226*

Certificate of Achievement Architecture Technology

REQUIRED COURSES:

ARCHI 120
ARCHI 126*
ARCHI 130
ARCHI 244
CONST 124
CONST 135
CONST 144

PLUS AT LEAST 6 UNITS FROM:

ARCHI 131
CONST 116
CONST 181
CONST 183*
COOP 180
ENGIN 226*

Associate in Art Degree Fine Arts

MAJOR REQUIREMENTS:

ART 105

ART 140

PLUS AT LEAST 6 UNITS FROM:

ARTHS 193

ARTHS 195*

ARTHS 196*

ARTHS 197*

ARTHS 199

PLUS AT LEAST 12 UNITS FROM A MINIMUM OF THREE AREAS OF SPECIALIZATION:

art history

ARTHS 193

ARTHS 195*

ARTHS 196*

ARTHS 197*

ARTHS 199

ceramics

ART 152

ART 155

ART 156

digital media

ARTDM 112

ARTDM 140

ARTDM 171*

drawing

ART 106

ART 107

ART 108

graphic design

ARTDM 214*

ARTDM 224

metalsmithing

ART 146

ART 147

painting

ART 120

ART 126

ART 127

photography

ART 160

ART 161

ARTDM 136*

printmaking

ART 109

ART 110

ART 111

sculpture

ART 141

ART 142

Associate in Art Degree Art Digital Media

MAJOR REQUIREMENTS:

ART 105
ARTDM 110*
ARTDM 111
ARTDM 130*
ARTDM 149
ARTDM 190*
ARTDM 191

CHOOSE 8-9 UNITS FROM ONE OF THE FOLLOWING SIX SPECIALITY AREAS:

character animation

ART 107
ARTDM 165
ARTDM 170

digital imaging

ARTDM 112
ARTDM 115
ARTDM 214*

3D modeling and animation

ARTDM 160
ARTDM 161
ARTDM 165

digital audio

MUSIC 172
MUSIC 173
MUSIC 174

motion graphics

ARTDM 140
ARTDM 145
ARTDM 170

web design

ARTDM 170
ARTDM 171*
COMSC 195*
COMSC 196*

PLUS AT LEAST 9 UNITS FROM:

ART 106
ART 107
ART 125
ARTDM 112
ARTDM 115
ARTDM 117*
ARTDM 136*
ARTDM 140
ARTDM 145

ARTDM 160
ARTDM 161
ARTDM 165
ARTDM 166
ARTDM 170
ARTDM 171*
ARTDM 175
ARTDM 214*
ARTDM 224

BUS 109*
BUSMG 191*
COMSC 195*
COMSC 196*
COMSC 255*
COMSC 265*
MUSIC 172
MUSIC 173
MUSIC 174

Certificate of Achievement

Art Digital Media

REQUIRED COURSES:

ART 105
ARTDM 110*
ARTDM 111
ARTDM 130*
ARTDM 149
ARTDM 190*
ARTDM 191

PLUS 8-9 UNITS FROM ONE OF THE 6 SPECIALITY AREAS LISTED BELOW:

character animation

ART 107
ARTDM 165
ARTDM 166
ARTDM 170

digital audio

MUSIC 172
MUSIC 173
MUSIC 174

digital imaging

ARTDM 112
ARTDM 214*
ARTDM 115

motion graphics

ARTDM 140
ARTDM 145
ARTDM 170

3D modeling and animation

ARTDM 160
ARTDM 161
ARTDM 165

web design

ARTDM 170
ARTDM 171*
COMSC 195*
COMSC 196*

PLUS AT LEAST 9 UNITS FROM:

ART 106
ART 107
ART 125
ARTDM 112
ARTDM 115
ARTDM 117*
ARTDM 136*
ARTDM 140
ARTDM 145

ARTDM 160
ARTDM 161
ARTDM 165
ARTDM 166
ARTDM 170
ARTDM 171*
ARTDM 175
ARTDM 214*
ARTDM 224

BUS 109*
BUSMG 191*
COMSC 195*
COMSC 196*
COMSC 255*
COMSC 265*
MUSIC 172
MUSIC 173
MUSIC 174

Certificate of Accomplishment Art Digital Media – Foundation

REQUIRED COURSES:

ART 105

ARTDM 110*

ARTDM 111

ARTDM 130*

ARTDM 149

PLUS AT LEAST 6 UNITS FROM:

ARTDM 112

ARTDM 115

ARTDM 136*

ARTDM 140

ARTDM 160

ARTDM 161

ARTDM 170

ARTDM 171*

ARTDM 214*

COMSC 195*

COMSC 196*

MUSIC 172

MUSIC 173

Associate in Science Degree Allied Health

REQUIRED COURSES:

BIOSC 139
BIOSC 140
NUTRI 160*

PLUS AT LEAST 4 UNITS FROM:

BIOSC 119
BIOSC 146

PLUS AT LEAST 4 UNITS FROM:

CHEM 108
CHEM 109*
CHEM 120

Associate in Science Degree Biology

REQUIRED COURSES:

BIOSC 130

BIOSC 131

CHEM 120

CHEM 121

Associate in Science Degree Life Science

COMPLETE AT LEAST 4 UNITS FROM:

BIOSC 102
BIOSC 117
or both
BIOSC 130
and
BIOSC 131

COMPLETE AT LEAST 4 UNITS FROM:

CHEM 109*
CHEM 120

PLUS AT LEAST 12 UNITS FROM THE FOLLOWING AREAS OF SPECIALIZATION; WITH AT LEAST THREE UNITS FROM EACH AREA:

health

BIOSC 120
BIOSC 139
BIOSC 140
NUTRI 160

field studies

BIOSC 107

BIOSC 126
BIOSC 131
BIOSC 161
BIOSC 162
BIOSC 170
BIOSC 171
BIOSC 205
HORT 148L

OCEAN 101
OCEAN 102*

cellular biology

BIOSC 107
BIOSC 119
BIOSC 130
BIOSC 146

Certificate of Achievement Allied Health

REQUIRED COURSES:

BIOSC 139
BIOSC 140
NUTRI 160*

PLUS AT LEAST 4 UNITS FROM:

BIOSC 119
BIOSC 146

PLUS AT LEAST 4 UNITS FROM:

CHEM 108
CHEM 109*
CHEM 120

Certificate of Achievement Allied Health Fundamentals

REQUIRED COURSE:

BIOSC 120

PLUS AT LEAST 4 UNITS FROM:

BIOSC 119

BIOSC 146

PLUS AT LEAST 3 UNITS FROM:

NUTRI 120

NUTRI 160*

Associate in Arts Degree Broadcast Communication Arts

MAJOR REQUIREMENTS:

ARTDM 110*
BCA 120
BCA 125
BCA 130
BCA 140*
BCA 165

PLUS AT LEAST 3 UNITS FROM:

BCA 290
JRNAL 110

PLUS AT LEAST 3 UNITS FROM:

BCA 110
BCA 126
BCA 132
BCA 150
BCA 166
BCA 190
FILM 293

PLUS AT LEAST 3 UNITS FROM:

ARTDM 195
COOP 170

PLUS AT LEAST 6 UNITS FROM:

ARTDM 111	BUSMG 191*	FILM 180*
ARTDM 115	BUSMG 192*	FILM 280*
ARTDM 149	BUSMK 255*	FILM 281
ARTDM 170	DRAMA 122	FILM 282*
BCA 126	DRAMA 123	FILM 283
BCA 132	DRAMA 124	FILM 290
BCA 166	DRAMA 126	FILM 292
BCA 190	ELTRN 116	FILM 293
BCA 260*	ENGL 151	SPCH 148
BCA 298	ENGL 152	

Certificate of Achievement

Broadcast Communication Arts

REQUIRED COURSES:

ARTDM 110*
BCA 120
BCA 125
BCA 130
BCA 140*
BCA 165

PLUS AT LEAST 3 UNITS FROM:

BCA 290
JRNAL 110

PLUS AT LEAST 3 UNITS FROM:

BCA 110
BCA 126
BCA 132
BCA 150
BCA 166
BCA 190
FILM 293

PLUS AT LEAST 3 UNITS FROM:

ARTDM 195
COOP 170

PLUS AT LEAST 6 UNITS FROM:

ARTDM 111	BUSMG 191*	FILM 180*
ARTDM 115	BUSMG 192*	FILM 280*
ARTDM 149	BUSMK 255*	FILM 281
ARTDM 170	DRAMA 122	FILM 282
BCA 126	DRAMA 123	FILM 283
BCA 132	DRAMA 124	FILM 290
BCA 166	DRAMA 126	FILM 292
BCA 190	ELTRN 116	FILM 293
BCA 260*	ENGL 151	SPCH 148
BCA 298	ENGL 152	

Certificate of Accomplishment
Broadcast Communication Arts – Basic Digital Field Production

REQUIRED COURSES:

BCA 125
BCA 126
BCA 165
BCA 140*

PLUS AT LEAST 3 UNITS FROM:

ARTDM 110*
ARTDM 111
ARTDM 195
BCA 150
BCA 190
BCA 260*
BCA 298
COOP 170

Certificate of Accomplishment
Broadcast Communication Arts – Basic Studio Production

REQUIRED COURSES:

BCA 120
BCA 130
BCA 132
BCA 140*

PLUS AT LEAST 3 UNITS FROM:

ARTDM 110*
ARTDM 111
ARTDM 195
BCA 190
BCA 260*
BCA 298
COOP 170

Certificate of Accomplishment
Broadcast Communication Arts – Basic Writing For Digital Medium

REQUIRED COURSES:

BCA 140*
BCA 290
FILM 291
FILM 294

PLUS AT LEAST 3 UNITS FROM:

BCA 190
BCA 260*
BCA 298
COOP 170
ENGL 151
JRNL 110
SPCH 148

Associate in Arts Degree Business - Transfer

MAJOR REQUIREMENTS:

BUSAC 186*

BUSAC 187*

ECON 220*

ECON 221*

MATH 182*

PLUS AT LEAST 3 UNITS FROM:

BUS 240*

MATH 142*

PLUS AT LEAST 3 UNITS FROM:

BUS 109*

BUS 294*

Associate in Science Degree Business

MAJOR REQUIREMENTS:

BUS 109*
BUS 250*
BUS 294*
BUSMG 120*

CHOOSE ONE OF THE FOLLOWING SIX SPECIALIZATION AREAS:

advanced general business

REQUIRED COURSES:

BUS 209*
BUS 240*
BUSMG 121*

PLUS AT LEAST 3 UNITS FROM:

Any BUS course not listed in the core requirements	3
Any BUSAC course not listed in the core requirements	3
Any BUSMG course not listed in the core requirements	3
Any BUSMK course not listed in the core requirements	3
Any RE course not listed in the core requirements	3

business marketing

REQUIRED COURSES:

BUS 240*
BUSMK 256

PLUS AT LEAST 6 UNITS FROM:

BUS 209*
BUSMK 158*
BUSMK 255*
Any RE course 3

management and leadership studies

REQUIRED COURSES:

BUSMG 121*
BUSMG 132*

plus at least 6 units from:

BUSMG 131*
BUSMG 191*
BUSMG 192*
BUSMG 226*

real estate

REQUIRED COURSES:

RE 160*
RE 163*

PLUS AT LEAST 6 UNITS FROM:

RE 161*	RE 165*
RE 162*	RE 166*
RE 164*	RE 262*

small business management/entrepreneurship

AT LEAST 3 UNITS FROM:

BUSAC 181*
BUSAC 186*

PLUS AT LEAST 3 UNITS FROM:

BUSMG 191*
BUSMG 192*

PLUS AT LEAST 6 UNITS FROM:

BUS 209*
BUSMG 121*
BUSMG 132*

wealth management

REQUIRED COURSES:

BUS 161*
BUS 261*
BUS 291*
BUSAC 285*
RE 164*

Certificate of Achievement Advanced General Business

REQUIRED COURSES:

BUS 109*
BUS 209*
BUS 240*
BUS 250*
BUS 294*
BUSMG 120*
BUSMG 121*

plus at least 3 units from:

Any BUS course not listed in the core requirements	3
Any BUSAC course not listed in the core requirements	3
Any BUSMG course not listed in the core requirements	3
Any BUSMK course not listed in the core requirements	3
Any RE course not listed in the core requirements	3

Certificate of Achievement Business –Transfer

REQUIRED COURSES:

BUSAC 186*
BUSAC 187*
ECON 220*
ECON 221*
MATH 182*

PLUS AT LEAST 3 UNITS FROM:

BUS 240*
MATH 142*

PLUS AT LEAST 3 UNITS FROM:

BUS 109*
BUS 294*

Certificate of Achievement Business Marketing

REQUIRED COURSES:

BUS 240*

BUSMK 256

PLUS AT LEAST 6 UNITS FROM:

BUS 209*

BUSMK 158*

BUSMK 255*

Any RE course 3

Certificate of Achievement General Business

REQUIRED COURSES:

BUS 109*

BUS 250*

BUS 294*

BUSMG 120*

Certificate of Achievement Management Studies

REQUIRED COURSES:

BUSMG 120*

BUSMG 121*

BUSMG 131*

BUSMG 132*

BUSMG 226*

Certificate of Achievement Small Business Management

REQUIRED COURSES:

BUS 103*

BUS 109*

BUS 294*

BUSMG 191*

BUSMG 192*

BUSMG 226*

BUSMK 158*

BUSMK 255*

PLUS AT LEAST 3 UNITS FROM:

BUSAC 181*

BUSAC 186*

Certificate of Achievement Wealth Management

REQUIRED COURSES:

BUS 161*

BUS 261*

BUS 291*

BUSAC 285*

RE 164*

Certificate of Accomplishment Business Essentials

REQUIRED COURSES:

BUS 101*

BUS 103*

LS 121*

Associate in Science Degree Accounting

MAJOR REQUIREMENTS:

BUSAC 186*
BUSAC 187*
BUSIM 145*

PLUS AT LEAST 3 UNITS FROM:

BUS 240*
BUS 250*
BUSAC 182*
BUSAC 185*
BUSAC 188*
BUSAC 190*
COOP 170

PLUS AT LEAST 12 UNITS FROM:

BUS 294*
BUSAC 282*
BUSAC 283*
BUSAC 284*
BUSAC 285*
BUSAC 286*
BUSAC 290

PLUS AT LEAST 3 UNITS FROM:

BUS 209*
BUS 240*
BUS 250*
BUSMG 191*
BUSMG 192*

Certificate of Achievement Advanced Accounting

REQUIRED COURSES:

BUSAC 186*
BUSAC 187*
BUSIM 145*

PLUS AT LEAST 3 UNITS FROM:

BUS 240*
BUS 250*
BUSAC 182*
BUSAC 185*
BUSAC 188*
BUSAC 190*
COOP 170

PLUS AT LEAST 12 UNITS FROM:

BUS 294*
BUSAC 282*
BUSAC 283*
BUSAC 284*
BUSAC 285*
BUSAC 286*
BUSAC 290

PLUS AT LEAST 3 UNITS FROM:

BUS 209*
BUS 240*
BUS 250*
BUSMG 191*
BUSMG 192*

Certificate of Achievement Bookkeeping

AT LEAST 3 UNIT S FROM:

BUSAC 181*

BUSAC 186*

PLUS 8-9 UNITS FROM:

BUS 250*

BUSAC 182*

BUSAC 185*

BUSAC 188*

BUSAC 190*

BUSIM 145*

COOP 170

Certificate of Achievement General Accounting

REQUIRED COURSES:

BUSAC 186*

BUSAC 187*

BUSIM 145*

PLUS AT LEAST 3 UNITS FROM:

BUS 240*

BUS 250*

BUSAC 182*

BUSAC 185*

BUSAC 188*

BUSAC 190*

COOP 170*

Certificate of Achievement Office Professional

REQUIRED COURSES:

BUS 101*

BUS 103*

BUS 250*

BUSAC 181*

BUSIM 111*

BUSIM 140*

BUSIM 145 *

BUSIM 211*

Certificate of Accomplishment Office Professional Essentials

REQUIRED COURSES:

BUS 101*

BUS 103*

BUSIM 110*

Certificate of Achievement Real Estate

REQUIRED COURSES:

at least 24 units from

RE 160*

RE 161*

RE 162*

RE 163*

RE 164*

RE 165*

RE 166*

RE 167*

RE 262*

Certificate of Achievement Mandarin Chinese

COMPLETE AT LEAST 15 UNITS FROM THE FOLLOWING LIST OF COURSES:

CHIN 120*

CHIN 121*

CHIN 220

CHIN 221

Associate in Science Degree Computer Information Systems

MAJOR REQUIREMENTS:

core courses

CIS 115*

CIS 116*

CIS 118*

PLUS AT LEAST 2 UNITS FROM:

CIS 100*

CIS 101*

PLUS AT LEAST 4 UNITS FROM:

CIS 117*

CIS 119*

COMSC 138*

CHOOSE ONE OF THE FOLLOWING FOUR TECHNICAL SPECIALIZATION AREAS:

database management – required courses

CIS 107*

CIS 117*

CIS 160*

database management – recommended electives

CNT 135*

project management – required courses

CIS 180*

CIS 181*

project management – recommended electives

CIS 185*

CIS 186*

web graphics – required courses

CIS 130*

CIS 131*

CIS 132*

web graphics – recommended electives

CIS 133*

CIS 134*

CIS 135*

web technology – required courses

CIS 105*

CIS 106*

CIS 107*

web technology – recommended electives

CIS 117*

CIS 160*
COMSC 195*

Certificate of Achievement

Computer Information Systems-Core

REQUIRED COURSES:

CIS 115*

CIS 116*

CIS 118*

PLUS AT LEAST 2 UNITS FROM:

CIS 100*

CIS 101*

PLUS AT LEAST 4 UNITS FROM:

CIS 117*

CIS 119*

COMSC 138*

Certificate of Achievement

Computer Information Systems- Database Management

REQUIRED COURSES:

CIS 107*
CIS 115*
CIS 116*
CIS 117*
CIS 118*
CIS 160*

PLUS AT LEAST 2 UNITS FROM:

CIS 100*
CIS 101*

PLUS AT LEAST 4 UNITS FROM:

CIS 117*
CIS 119*
COMSC 138*

database management – recommended electives
CNT 135*

Certificate of Achievement

Computer Information Systems- Project Management

REQUIRED COURSES:

CIS 115*
CIS 116*
CIS 118*
CIS 180*
CIS 181*

PLUS AT LEAST 2 UNITS FROM:

CIS 100*
CIS 101*

PLUS AT LEAST 4 UNITS FROM:

CIS 117*
CIS 119*
COMSC 138*

project management – recommended electives

CIS 185*
CIS 186*

Certificate of Achievement

Computer Information Systems- Web Graphics

REQUIRED COURSES:

CIS 115*
CIS 116*
CIS 118*
CIS 130*
CIS 131*
CIS 132*

PLUS AT LEAST 2 UNITS FROM:

CIS 100*
CIS 101*

PLUS AT LEAST 4 UNITS FROM:

CIS 117*
CIS 119*
COMSC 138*

web graphics – recommended electives

CIS 133*
CIS 134*
CIS 135*

Certificate of Achievement Computer Information Systems-Web Technology

REQUIRED COURSES:

CIS 105*
CIS 106*
CIS 107*
CIS 115*
CIS 116*
CIS 118*

PLUS AT LEAST 2 UNITS FROM:

CIS 100*
CIS 101*

PLUS AT LEAST 4 UNITS FROM:

CIS 117*
CIS 119*
COMSC 138*

web technology – recommended electives

CIS 117*
CIS 160*
COMSC 195*

Certificate of Accomplishment

Computer Information Systems- Database Management

REQUIRED COURSES:

CIS 107*

CIS 117*

CIS 160*

database management – recommended electives

CNT 135*

Certificate of Accomplishment

Computer Information Systems- Project Management

REQUIRED COURSES:

CIS 180*

CIS 181*

project management – recommended electives

CIS 185*

CIS 186*

Certificate of Accomplishment

Computer Information Systems- Web Graphics

REQUIRED COURSES:

CIS 130*

CIS 131*

CIS 132*

web graphics – recommended electives

CIS 133*

CIS 134*

CIS 135*

Certificate of Accomplishment

Computer Information Systems- Web Technology

REQUIRED COURSES:

CIS 105*

CIS 106*

CIS 107*

web technology – recommended electives

CIS 117*

CIS 160*

COMSC 195*

**Associate in Science Degree
Microsoft Windows Systems Administration**

REQUIRED COURSES:

BUS 250*
CNT 105*
CNT 114*
CNT 117*
CNT 118*
CNT 223*
COMTC 110
COMTC 118

PLUS AT LEAST 6 UNITS FROM:

CNT 131*
CNT 138*

Certificate of Achievement

Microsoft Windows Systems Administration

REQUIRED COURSES:

BUS 250*
CNT 105*
CNT 114*
CNT 117*
CNT 118*
CNT 223*
COMTC 110*
COMTC 118*

PLUS AT LEAST 6 UNITS FROM:

CNT 131*
CNT 138*

Associate in Science Degree Computer Science

MAJOR REQUIREMENTS:

COMSC 110*

COMSC 210*

COMSC 260

COMSC 265*

in addition, the student must complete either

COMSC 266

or

COMSC 255*

COMSC 256

Certificate of Achievement Computer and Information Science

REQUIRED COURSES:

BUSAC 186*
COMSC 110*
COMSC 210*
COMSC 260*

PLUS AT LEAST 4 UNITS FROM:

COMSC 100*
COMSC 100L*
COMSC 105*

PLUS AT LEAST 3 UNITS FROM:

BUS 240*
MATH 142*

PLUS AT LEAST 12 UNITS FROM:

BUS 250*
CNT 105*
CNT 114*
COMSC 195*
COMSC 196*
COMSC 197*
COMSC 171*
COMSC 255*
COMSC 256
COMSC 265*
COMSC 266

Certificate of Achievement

Computer User Support

REQUIRED COURSES:

COMSC 100L*

COMSC 138*

CNT 105*

PLUS AT LEAST 3 UNITS FROM:

COMSC 100*

COMSC 105*

PLUS AT LEAST 3 UNITS FROM:

CNT 114*

COMSC 110*

COMSC 171*

Associate in Science Degree Computer Technical Support

MAJOR REQUIREMENTS:

BUS 250*

CNT 103

CNT 105*

CNT 114*

COMSC 100L*

COMSC 105*

COMTC110

COMTC 118

COMTC 120

Certificate of Achievement Computer Technical Support

REQUIRED COURSES:

BUS 250*

CNT 103

CNT 105*

CNT 114*

COMSC 100L*

COMSC 105*

COMTC 110

COMTC 118

COMTC 120

Certificate of Accomplishment Computer Technical Support

REQUIRED COURSES:

COMTC 110

COMTC 118

CNT 105*

CNT 114*

Associate in Science Degree Construction

Construction management specialization

REQUIRED COURSES:

ARCHI 244
BUS 101*
COMSC 100*
COMSC 100L*
CONST 135
CONST 136
CONST 144
CONST 244
CONST 273
CONST 276*
ENGIN 111
PHYS 110*

Construction and building inspection specialization

REQUIRED COURSES:

CONST 114	CONST 191
CONST124	CONST 192
CONST 170	CONST 266
CONST 181	CONST 267
CONST 182	CONST 273
CONST 183*	

Construction and supervision and superintendency specialization

REQUIRED COURSES:

BUS 101*	CONST 124
BUSMG 120*	CONST 244
BUSMG 121*	CONST 245
CONST 114	CONST 273
CONST 116	CONST 276*

PLUS AT LEAST 3 UNITS FROM:

CONST 110*
CONST 136
CONST 181
COOP-170

Certificate of Achievement Construction and Building Inspection

REQUIRED COURSES:

CONST 114

CONST 124

CONST 170

CONST 181

CONST 182

CONST 183*

CONST 191

CONST 192

CONST 266

CONST 267

CONST 273

Certificate of Achievement Construction Management

REQUIRED COURSES:

ARCHI 244
COMSC 100*
COMSC 100L*
CONST 135
CONST 136
CONST 144
CONST 244
CONST 273
CONST 276*
ENGL 130
ENGIN 111
PHYS 110*

Certificate of Achievement Construction and Supervision and Superintendency

REQUIRED COURSES:

BUSMG 120*

BUSMG 121*

CONST 114

CONST 116

CONST 124

CONST 244

CONST 245

CONST 273

CONST 276*

ENGL 130

Associate in Science Degree Hospitality Studies

MAJOR REQUIREMENTS:

CULN 105	CULN 185*
CULN 110	CULN 190
CULN 115*	CULN 191
CULN 120	CULN 195*
CULN 153*	CULN 224

PLUS AT LEAST 2 UNITS FROM:

COOP 170
COOP 180

PLUS AT LEAST 2.5 UNITS FROM:

CULN 225

choose one of the following three specialization areas:

baking and pastry – required courses

CULN 180
CULN 280

PLUS AT LEAST 2 UNITS FROM:

CULN 150*
CULN 215

culinary arts – required courses

CULN 127
CULN 154*
CULN 160
CULN 165
CULN 166
CULN 175*
CULN 180
CULN 220

restaurant management – required courses

CULN 154*	CULN 180
CULN 160	CULN 201*
CULN 165	CULN 216
CULN 166	CULN 220

Certificate of Achievement Baking and Pastry

REQUIRED COURSES:

CULN 105
CULN 110
CULN 115*
CULN 120
CULN 153*
CULN 180
CULN 185*
CULN 190
CULN 191
CULN 195*
CULN 224
CULN 280

PLUS AT LEAST 2 UNITS FROM:

CULN 150*
CULN 215

PLUS AT LEAST 2.5 UNITS FROM:

CULN 225

PLUS AT LEAST 2 UNITS FROM:

COOP 170
COOP 180

Certificate of Achievement Culinary Arts

REQUIRED COURSES:

CULN 105
CULN 110
CULN 115*
CULN 120
CULN 127
CULN 153*
CULN 154*
CULN 160
CULN 165
CULN 166
CULN 175
CULN 180
CULN 185*
CULN 190
CULN 191
CULN 195*
CULN 220
CULN 224

PLUS AT LEAST 2.5 UNITS FROM:

CULN 225

PLUS AT LEAST 2 UNITS FROM:

COOP 170
COOP 180

Certificate of Achievement Restaurant Management

REQUIRED COURSES:

CULN 105
CULN 110
CULN 115*
CULN 120
CULN 153*
CULN 154*
CULN 160
CULN 165
CULN 166
CULN 180
CULN 185*
CULN 190
CULN 191
CULN 195*
CULN 201*
CULN 216
CULN 220
CULN 224

PLUS AT LEAST 2.5 UNITS FROM:

CULN 225

PLUS AT LEAST 2 UNITS FROM:

COOP 170
COOP 180

Associate in Science Degree Dental Assisting

PROGRAM PREREQUISITE:

DENTL 120

MAJOR REQUIREMENTS:

DENTL 171

DENTL 172

DENTL 173

DENTL 174

DENTL 175

DENTL 180

DENTL 181

DENTL 182

DENTL 183

DENTL 184

DENTL 191

ENGL 122*

PSYCH 122

SPCH 121

Certificate of Achievement

Dental Assisting

PROGRAM PREREQUISITE:

DENTL 120

REQUIRED COURSES:

DENTL 171
DENTL 172
DENTL 173
DENTL 174
DENTL 175
DENTL 180
DENTL 181
DENTL 182
DENTL 183
DENTL 184
DENTL 191

PLUS AT LEAST 3 UNITS FROM:

BUS 101*
ENGL 118
ENGL 122*

PLUS AT LEAST 3 UNITS FROM:

PSYCH 101*
PSYCH 122

PLUS AT LEAST 3 UNITS FROM:

SPCH 120*
SPCH 121
SPCH 128

RECOMMENDED COURSE:

DENTL 110

Associate in Science Degree Dental Hygiene

MAJOR REQUIREMENTS:

program prerequisites or equivalents

BIOSC 120
CHEM 108
CHEM 109*
ENGL 122*
NUTRI 160*

PLUS AT LEAST 4 UNITS FROM:

BIOSC 119
BIOSC 146

PROGRAM REQUIREMENTS:

DENHY 101	DENHY 135
DENHY 120	DENHY 136
DENHY 121	DENHY 219
DENHY 122	DENHY 223
DENHY 123	DENHY 224
DENHY 124	DENHY 225
DENHY 125	DENHY 226
DENHY 126	DENHY 227
DENHY 127	DENHY 230
DENHY 128	DENHY 231
DENHY 129	PSYCH 122
DENHY 131	SOCIO 120*
DENHY 133	SPCH 121
DENHY 134	

Certificate of Achievement

Dental Hygiene

REQUIRED PROGRAM PREREQUISITES OR EQUIVALENTS:

BIOSC 120
CHEM 108
CHEM 109*
ENGL 122*
NUTRI 160*

PLUS AT LEAST 4 UNITS FROM:

BIOSC 119
BIOSC 146

REQUIRED GENERAL EDUCATION COURSES:

PSYCH 122
SOCIO 120*
SPCH 120*

REQUIRED DENTAL HYGIENE PROGRAM COURSES:

DENHY 101	DENHY 133
DENHY 120	DENHY 134
DENHY 121	DENHY 135
DENHY 122	DENHY 136
DENHY 123	DENHY 219
DENHY 124	DENHY 223
DENHY 125	DENHY 224
DENHY 126	DENHY 225
DENHY 127	DENHY 226
DENHY 128	DENHY 227
DENHY 129	DENHY 230
DENHY 131	DENHY 231

RECOMMENDED COURSES:

DENTL 110
DENHY 295

Associate in Science Degree Dental Laboratory Technology

MAJOR REQUIREMENTS:

DENTE 120
DENTE 122
DENTE 124
DENTE 236
DENTE 237
DENTE 238
DENTE 240
DENTE 242
DENTE 250

RECOMMENDED COURSES:

BUSMG 191*
COOP 170
DENTL 110
PHYSC 112

Certificate of Achievement Dental Laboratory Technology

REQUIRED COURSES:

DENTE 120
DENTE 122
DENTE 124
DENTE 236
DENTE 237
DENTE 238
DENTE 240
DENTE 242
DENTE 250

RECOMMENDED COURSES:

BUSMG 191*
COOP 170
DENTL 110
ENGL 122*
PHYSC 112

Associate in Arts Degree Technical Theater

MAJOR REQUIREMENTS:

DRAMA 111
DRAMA 112
DRAMA 200
DRAMA 201

PLUS AT LEAST 3 UNITS FROM:

DRAMA 122
DRAMA 123
DRAMA 124
DRAMA 127

PLUS AT LEAST 3 UNITS FROM:

DRAMA 139
DRAMA 140
DRAMA 141
DRAMA 180
DRAMA 181

PLUS AT LEAST 3 UNITS FROM:

COOP 170
COOP 180

PLUS AT LEAST 9 UNITS FROM:

ARCHI 130	DRAMA 130
ART 105	DRAMA 230
ART 106	DRAMA 260
ART 108	DRAMA 270
ARTDM 130*	DRAMA 298
ARTDM 149	ENGIN 119
ARTDM 160	ENGIN 126*
BCA 120	FILM 292
BCA 125	MUSIC 172
DRAMA 113	

Certificate of Achievement

Technical Theater

REQUIRED COURSES:

DRAMA 111
DRAMA 112
DRAMA 200
DRAMA 201

PLUS AT LEAST 3 UNITS FROM:

DRAMA 122
DRAMA 123
DRAMA 124
DRAMA 127

PLUS AT LEAST 3 UNITS FROM:

DRAMA 139
DRAMA 140
DRAMA 141
DRAMA 180
DRAMA 181

PLUS AT LEAST 3 UNITS FROM:

COOP 170
COOP 180

PLUS AT LEAST 9 UNITS FROM:

ARCHI 130	DRAMA 130
ART 105	DRAMA 230
ART 106	DRAMA 260
ART 108	DRAMA 270
ARTDM 130*	DRAMA 298
ARTDM 149	ENGIN 119
ARTDM 160	ENGIN 126*
BCA 120	FILM 292
BCA 125	MUSIC 172
DRAMA 113	

Associate in Science Degree Early Childhood Education

MAJOR REQUIREMENTS:

ECE 124
ECE 125
ECE 126
ECE 128
ECE 130
ECE 144
ECE 249
ECE 250

RECOMMENDED DEGREE ELECTIVES:

ECE 129, 134, 137, 150, 151, 152, 153, 154, 155, 220, 230, 231, 237, 240, 241, 242, 243, 245A, 246, 248, 251, 252, 253, 263, 265, 269, 298

Certificate of Achievement Early Childhood Education – Basic

REQUIRED COURSES:

ECE 124
ECE 125
ECE 126
ECE 128
ECE 130
ECE 144
ECE 249
ECE 250

**Certificate of Achievement
Early Childhood Education
Family Day Care Provider/Foster Care Provider/In-Home Child Care
Provider**

REQUIRED COURSES:

ECE 124
ECE 126
ECE 129
ECE 130
ECE 134

PLUS AT LEAST 3 UNITS FROM:

ECE 125
ECE 128
ECE 144
ECE 220
ECE 230
ECE 269

PLUS 2 UNITS FROM:

ECE 245
ECE 246
ECE 247

Certificate of Achievement

Early Childhood Education - Master Teacher

REQUIRED COURSES

ECE 124	ECE 144
ECE 125	ECE 249
ECE 126	ECE 250
ECE 128	ECE 253
ECE 130	

plus at least 6 units in any one of these areas of concentration:

Creative Expression

ECE 237
ECE 242
ECE 243

or one elective from ART 155, 160; or PEDAN 129, 130, 138,142; or DRAMA 150; or MUSIC 101, 102, 112, 120, 150, 151,171

Curriculum

ECE 128	ECE 241
ECE 140	ECE 242
ECE 237	ECE 243
ECE 240	ECE 244

Family Day Care/Foster Care Provider

ECE 245
ECE 246
ECE 247

Infants and Toddlers

ECE 230
ECE 231

Language and Literature

ENGL 177
ECE 237
ECE 240
L111

Science and Math

ECE 237
ECE 241
(Note: Two ECE 237 courses in this category are required)

Sign Language

SIGN 280

SIGN 281
SIGN 282

Special Needs

ECE 129
ECE 137
ECE 263
ECE 265
ECE 269

Or any Sign Language course: SIGN 280, 281, or 282

Certificate of Achievement

Early Childhood Education - Site Supervisor

The same courses as required for the Early Childhood Education Master Teacher Certificate

REQUIRED COURSES

ECE 124
ECE 125
ECE 126
ECE 128
ECE 130
ECE 144
ECE 249
ECE 250
ECE 253

PLUS 9 UNITS FROM:

ECE 129
ECE 251
ECE 252

Certificate of Achievement Early Childhood Education -Teacher

REQUIRED COURSES:

ECE 124
ECE 125
ECE 126
ECE 128
ECE 130
ECE 144
ECE 249
ECE 250

plus at least 16 units from: general education courses

Certificate of Accomplishment
Early Childhood Education - Associate teacher

REQUIRED COURSES:

ECE 123

ECE 124

ECE 125

ECE 130

Certificate of Accomplishment

Early Childhood Education - Resource (Foster) Family Specialist

REQUIRED COURSES:

ECE 246
ECE 248

plus at least 7 units from one of the 3 specialty areas listed below:

Providing Care for Children Aged 0-5 years

ECE 266
ECE 129
ECE 137
ECE 150
ECE 156
ECE 247
ECE 263
ECE 265
ECE 269

Providing Care for Children Aged 6-11 years

ECE 267
ECE 129
ECE 137
ECE 157
ECE 220
ECE 247
ECE 263
ECE 265
ECE 269

Providing Care for Youth Aged 12-18 years

ECE 158
ECE 247
ECE 268

OR STUDENT MAY COMPLETE:

PSYCH 115

Associate in Science Electrical/Electronics Technology

MAJOR REQUIREMENTS

ELECT 120
ELECT 121
ELECT 130*
ELECT 266
ELECT 267
ELECT 271
ELTRN 102B

RECOMMENDED COURSES:

ELTRN 107
COMTC 110
ENSY 130

Certificate of Achievement

Electrical/Electronics Technology

REQUIRED COURSES:

ELECT 120
ELECT 121
ELECT 130*
ELECT 266
ELECT 267
ELECT 271
ELTRN 102B

RECOMMENDED COURSES:

COMTC 110
CNT 103
CNT 105*

Associate in Science Degree Energy Systems

Areas of specialization: Photovoltaic, Solar Thermal

MAJOR REQUIREMENTS:

CONST 110*
CONST 114
CONST 135
ELECT 120
ELECT 266

COMPLETE 9-11 UNITS IN ONE OF THE FOLLOWING TWO SPECIALITY AREAS:

Photovoltaic

ELECT 121
ELECT 267
ENSY 130
ENSY 230

Solar Thermal

CONST 191
ENSY 140*
ENSY 260

RECOMMENDED COURSE:

MATH 120*

Certificate of Achievement Energy Systems - Photovoltaic

REQUIRED COURSES:

CONST 110*
CONST 114
CONST 135
ELECT 120
ELECT 121
ELECT 266
ELECT 267
ENSY 130
ENSY 230

Certificate of Achievement Energy Systems - Solar Thermal

REQUIRED COURSES:

CONST 110*
CONST 114
CONST 135
CONST 191
ELECT 120
ELECT 266
ENSY 140*
ENSY 260

RECOMMENDED COURSE:

MATH 120*

Associate in Science Degree Civil Design Drafting Technology

MAJOR REQUIREMENTS:

CONST 114
ENGIN 120
ENGIN 121
ENGIN 123*
GEOG 127
PHYS 110*

PLUS AT LEAST 4 UNITS FROM:

ARCHI 126*
ENGIN 126*

PLUS AT LEAST 4 UNITS FROM:

ARCHI 226*
ENGIN 226*

PLUS AT LEAST 3 UNITS FROM:

CONST 116*
ENGIN 140*

PLUS AT LEAST 3 UNITS FROM:

ENGIN 111
MATH 121

PLUS AT LEAST 3 UNITS FROM:

GEOG 125*
GEOG 128
GEOG 160*
GEOG 162

Associate in Science Degree Mechanical Design Drafting Technology

MAJOR REQUIREMENTS:

CHEM 108
ENGIN 120
ENGIN 122
ENGIN 126*
ENGIN 226*
MATEC 120
PHYS 110*

PLUS AT LEAST 3 UNITS FROM:

ENGIN 111
MATH 121*

PLUS AT LEAST 3 UNITS FROM:

ENGIN 239
MATEC 121
MATEC 222

PLUS AT LEAST 3 UNITS FROM:

ARTDM 160
ENGIN 129
ENGIN 222
ENGIN 223
ENGIN 298

Certificate of Achievement

Civil Design Drafting Technology

REQUIRED COURSES:

CONST 114
ENGIN 120
ENGIN 121
ENGIN 123*
GEOG 127
PHYS 110*

PLUS AT LEAST 4 UNITS FROM:

ARCHI 126*
ENGIN 126*

PLUS AT LEAST 4 UNITS FROM:

ARCHI 226*
ENGIN 226*

PLUS AT LEAST 3 UNITS FROM:

CONST 116
ENGIN 140

PLUS AT LEAST 3 UNITS FROM:

ENGIN 111
MATH 121*

PLUS AT LEAST 3 UNITS FROM:

GEOG 125*
GEOG 128
GEOG 160*
GEOG 162

Certificate of Achievement Civil Drafting, CAD

REQUIRED COURSES:

COMSC 100L*
CONST 114
ENGIN 119
ENGIN 123*
GEOG 127

PLUS AT LEAST 4 UNITS FROM:

ARCHI 126*
ENGIN 126*

PLUS AT LEAST 4 UNITS FROM:

ARCHI 226*
ENGIN 226*

PLUS AT LEAST 3 UNITS FROM:

ENGIN 111
MATH 121*

PLUS AT LEAST 3 UNITS FROM:

CONST 116
ENGIN 140

Certificate of Achievement

Mechanical Design Drafting Technology

REQUIRED COURSES:

CHEM 108
ENGIN 120
ENGIN 122
ENGIN 126 *
ENGIN 226*
MATEC 120
PHYS 110*

PLUS AT LEAST 3 UNITS FROM:

ENGIN 111
MATH 121*

PLUS AT LEAST 3 UNITS FROM:

ENGIN 239*
MATEC 121
MATEC 222

PLUS AT LEAST 3 UNITS FROM:

ENGIN 129
ENGIN 222
ENGIN 223
ENGIN 298
ARTDM 160

Certificate of Achievement Mechanical Drafting, CAD

REQUIRED COUSES:

COMSC 100*
ENGIN 120
ENGIN 122
ENGIN 126*
ENGIN 226*
MATEC 120

PLUS AT LEAST 3 UNITS FROM:

ENGIN 111
MATH 114*

Certificate of Accomplishment
Computer Aided Drafting and Digital Media for Engineering and
Architecture

COMPLETE 4 UNITS FROM:

ARCHI 126*

ENGIN 126 *

PLUS AT LEAST 4 UNITS FROM:

ARCHI 226*

ENGIN 226*

PLUS AT LEAST 2 UNITS FROM:

ARCHI 119

ARCHI 120

CONST 114

ENGIN 119

PLUS AT LEAST 3 UNITS FROM:

ARCHI 135

ARTDM 160

ENGIN 129

GEOG 125*

Associate in Art Degree English

MAJOR REQUIREMENTS:

Group 1: Core reading and composition courses complete at least of 6 units from:

ENGL 122*

ENGL 123*

ENGL 126*

Group 2: Core genre complete at least of 3 units from:

ENGL 150

ENGL 151

ENGL 153*

ENGL 180

Group 3: Core survey Complete at least of 6 units from:

ENGL 154*

ENGL 252

ENGL 253

ENGL 262

ENGL 263

Group 4: Electives – Specialized literature and writing complete at least of 6 units from:

ENGL 152

ENGL 173*

ENGL 162

ENGL 175

ENGL 163*

ENGL 176

ENGL 164

ENGL 177

ENGL 166*

ENGL 190*

ENGL 167*

ENGL 222*

ENGL 168*

ENGL 223*

ENGL 170

ENGL 224*

ENGL 172

ENGL 225*

Associate in Science Environmental Science

REQUIRED COURSES:

BIOSC 170
ENGIN 130*
GEOG 140*
OCEAN 101
PHYS 120

PLUS AT LEAST 4 UNITS FROM:

CHEM 108
CHEM 120

PLUS AT LEAST 9 UNITS FROM:

ARCHI 120
BIOSC 126
COOP 170
ENSY 120
GEOG 127
GEOG 130
MATH 182*
MATH 192*
PHYS 112

Certificate of Achievement

French

List A

FRNCH 120*
FRNCH 121*
FRNCH 220
FRNCH 221
FRNCH 230
FRNCH 231

List B

FRNCH 121*
FRNCH 155*
FRNCH 156*
FRNCH 157*
FRNCH 220
FRNCH 221

Associate in Arts Degree Social/Cultural Geography

MAJOR REQUIREMENTS:

ANTHR 130*
GEOG 120
GEOG 130
GEOG 135*
GEOG 162*
SOCIO 131

**Associate in Science Degree
Geographic Information Systems/Global Positioning System**

MAJOR REQUIREMENTS:

GEOG 125*
GEOG 126*
GEOG 127
GEOG 128
GEOG 160*
GEOG 162*

PLUS AT LEAST 6 UNITS FROM:

COMSC 100*
COMSC 100L*
COMSC 110*
COMSC 138*
COMSC 172*
COMSC 255*

PLUS AT LEAST 6 UNITS FROM:

ANTHR 126
BIOSC 126
BIOSC 170
COOP 170
ENGIN 126*
GEOG 120
GEOL 120

Associate in Science Degree Meteorology

MAJOR REQUIREMENTS:

GEOG 120
GEOG 121
GEOG 135*
GEOG 140*
GEOG 141
GEOG 162*
PHYS 120

Associate in Science Degree Physical Geography

MAJOR REQUIREMENTS:

GEOG 120
GEOG 121
GEOG 135*
GEOG 140*
GEOG 141
GEOG 162*

PLUS AT LEAST 4 UNITS FROM:

BIOSC 126
GEOG 125
GEOG 127
GEOL 120
GEOL 122
GEOL 125

Certificate of Achievement

Geographic Information Systems/Global Positioning System

REQUIRED COURSES:

GEOG 125*
GEOG 126*
GEOG 127
GEOG 128
GEOG 160*
GEOG 162*

PLUS AT LEAST 6 UNITS FROM:

COMSC 100*
COMSC 100L*
COMSC 110*
COMSC 138*
COMSC 172*
COMSC 255*

PLUS AT LEAST 6 UNITS FROM:

ANTHR 126
BIOSC 126
BIOSC 170
COOP 170
ENGIN 126*
GEOG 120
GEOL120

Certificate of Accomplishment
Geographic Information Systems/Global Positioning System

REQUIRED COURSES:

GEOG 125*
GEOG 126*
GEOG 127
GEOG 128

PLUS AT LEAST 3 UNITS FROM:

ANTHR 126
BIOSC 126
BIOSC 170
COMSC 100L*
COOP 170
ENGIN 126*
GEOG 120
GEOG 121
GEOG 162*
GEOG 298
GEOL 120
GEOL 122

Certificate of Achievement

German

List A

GRMAN 120*
GRMAN 121*
GRMAN 220
GRMAN 221
GRMAN 230
GRMAN 231

List B

GRMAN 121*
GRMAN 155
GRMAN 156
GRMAN 157
GRMAN 220
GRMAN 221

Associate in Science Degree Health Education

REQUIRED COURSES:

COOP 180
HSCI 124*
HSCI 140*
HSCI 298
NUTRI 115
PETHE 281
PSYCH 101*
SOCIO 120*

PLUS AT LEAST 3 UNITS FROM:

ADS 101
COUNS 120
HSCI 126*
HSCI 164*
HSCI 170*
HSCI 230
NUTRI 120
NUTRI 160*
LS 121*

Certificate of Achievement Horticulture Foundations

REQUIRED COURSES:

HORT 110	Introduction to Horticulture	4
HORT 120	Soil Science and Management	3
HORT 134	Landscape Irrigation	3
HORT 137	Pruning Laboratory	1

PLUS AT LEAST 3 UNITS FROM:

HORT 141	Tree Identification	3
HORT 143	Shrub Identification	3

PLUS AT LEAST 1 UNIT FROM:

HORT 132	Pest Management	1
HORT 125	Plant Pests and Diseases	3

Certificate of Achievement

Landscape Construction and Management

REQUIRED COURSES:

HORT 110
HORT 120
HORT 120L
HORT 132
HORT 133
HORT 134
HORT 135
HORT 137
COOP 180

PLUS AT LEAST 3 UNITS FROM:

HORT 141
HORT 143

PLUS AT LEAST 1.5 UNITS FROM:

HORT 130
HORT 146

RECOMMENDED COURSES:

For students with less than one year of full-time industry work experience.

HORT 141L
HORT 143L
HORT 147L

Certificate of Achievement Landscape Architecture and Design I

REQUIRED COURSES:

HORT 180
HORT 181
HORT 182
HORT 184
COOP 180

PLUS AT LEAST 6 UNITS FROM:

HORT 141
HORT 145
HORT 147
HORT 148L
HORT 165

Associate in Arts in Letters and Science Degree Area of Emphasis – Humanities

AREA OF EMPHASIS REQUIREMENTS:

COMPLETE 6 UNITS FROM:

HUMAN 105
HUMAN 108
HUMAN 110
HUMAN 111
HUMAN 112
HUMAN 115
HUMAN 116
HUMAN 118
HUMAN 123

COMPLETE 3 UNITS FROM:

PHILO 120	PHILO 150
PHILO 122	PHILO 220
PHILO 130	PHILO 221
PHILO 140	PHILO 224
PHILO 141	PHILO 225

COMPLETE 9 UNITS FROM:

ARCHI 155	ENGL 151
ARTHS 193	ENGL 154*
ARTHS 195*	ENGL 155
ARTHS 196*	ENGL 170
ARTHS 197*	ENGL 180
ARTHS 190	ENGL 253
ARTHS 199	ENGL 272
DANCE 201	ENGL 273*
DRAMA 141	MUSIC 110*
DRAMA 142	MUSIC 112
DRAMA 181	MUSIC 114
ENGL 123*	MUSIC 117
ENGL 126*	MUSIC 118*
ENGL 150	

Certificate of Achievement Italian

List A

ITAL 120*

ITAL 121*

ITAL 220

ITAL 221

ITAL 230

ITAL 231

List B

ITAL 121*

ITAL 155*

ITAL 156*

ITAL 157

ITAL 220

ITAL 221

Certificate of Achievement

Japanese

List A

JAPAN 120*

JAPAN 121*

JAPAN 220

JAPAN 221

List B

JAPAN 145*

JAPAN 146

JAPAN 147

JAPAN 220

JAPAN 221

List C

JAPAN 120*

JAPAN 130

JAPAN 131

JAPAN 132

Associate in Science Degree Library Technology

MAJOR REQUIREMENTS:

L 100
L 103
L 104*
L 105
L 108
LS 121*

PLUS AT LEAST 2 UNITS FROM:

COOP 170
COOP 180

PLUS AT LEAST 3 UNITS FROM:

ENGL 177
L 109
L 110*
L 111
L 112
L 150*
LS 130*
LS 150*

PLUS AT LEAST 3 UNITS FROM:

ARTDM 110*	COOP 180
ARTDM 171*	ENGL 177
BUSMG 121*	L 109
CIS 100	L 110*
COMSC 100*	L 111
COMSC 195	L 112
COMSC 196*	L 150*
COMTC 110	LS 130*
COOP 170	LS 150*

Certificate of Achievement

Library Technology

REQUIRED COURSES:

L 100
L 103
L 104*
L 105
L 108
LS 121*

PLUS AT LEAST 2 UNITS FROM:

COOP 170
COOP 180

PLUS AT LEAST 3 UNITS FROM:

ENGL 177
L 109
L 110*
L 111
L 112
L 150*
LS 130*
LS 150*

PLUS AT LEAST 3 UNITS FROM:

ARTDM 110*
ARTDM 171*
BUSMG 121*
CIS 100
COMSC 100*
COMSC 195*
COMSC 196*
COMTC 110
COOP 170
COOP 180
ENGL 177
L 109
L 110*
L 111
L 112
L 150*
LS 130*
LS 150*

Associate in Arts Degree Mathematics

MAJOR REQUIREMENTS:

MATH 192*

MATH 193

MATH 194

MATH 292*

PLUS AT LEAST 4 UNITS FROM:

MATH 195*

MATH 294

Associate in Science Degree Medical Laboratory Technology

PROGRAM PREREQUISITES OR EQUIVALENTS:

CHEM 108
CHEM 109*
MLT 100
MLT 101
plus either
BIOSC 120
or
BIOSC 139
and
BIOSC 140

PLUS AT LEAST 4 UNITS FROM:

BIOSC 119
BIOSC 146

PROGRAM CORE REQUIREMENTS:

MLT 105
MLT 110
MLT 115
MLT 120
MLT 125
MLT 130
MLT 135
MLT 140
MLT 160
MLT 165
MLT 170
MLT 175

Certificate of Achievement

Medical Laboratory Technology

PROGRAM PREREQUISITES OR EQUIVALENTS:

CHEM 108
CHEM 109*
MLT 100
MLT 101
plus either
BIOSC 120
or
BIOSC 139
and
BIOSC 140

PLUS AT LEAST 4 UNITS FROM:

BIOSC 119
BIOSC 146

PROGRAM CORE REQUIREMENTS:

MLT 105
MLT 110
MLT 115
MLT 120
MLT 125
MLT 130
MLT 135
MLT 140
MLT 160
MLT 165
MLT 170
MLT 175

Associate in Arts Degree Music

MAJOR REQUIREMENTS:

MUSIC 122
MUSIC 123
MUSIC 150
MUSIC 151
MUSIC 222
MUSIC 223

PLUS AT LEAST 4 UNITS FROM:

MUSIC 136
MUSIC 140
MUSIC 162
MUSIC 166
MUSIC 180
MUSIC 236
MUSIC 240
MUSIC 290

RECOMMENDED CLASSES:

MUSIC 100
MUSIC 110*
MUSIC 112
MUSIC 114
MUSIC 117
MUSIC 118*

Certificate of Achievement Music Industry Studies

REQUIRED COURSES:

MUSIC 172
MUSIC 173
MUSIC 174
MUSIC 175
MUSIC 181

PLUS AT LEAST 9 UNITS FROM:

MUSIC 124
MUSIC 125
MUSIC 177
MUSIC 182
MUSIC 270

Associate in Science Degree Fitness Instruction

MAJOR REQUIREMENTS:

HSCI 230
PETHE 259
PETHE 281
PETHE 282
PETHE 284
PETHE 291
PETHE 293
PETHE 294
PETHE 295

PLUS AT LEAST 3 UNITS FROM:

BIOSC 101
BIOSC 102
BIOSC 116
BIOSC 117
BIOSC 120
BIOSC 139
BIOSC 140

PLUS AT LEAST 3 UNITS FROM:

HSCI 124*
HSCI 170*

PLUS AT LEAST 3 UNITS FROM:

NUTRI 120
NUTRI 160*

PLUS AT LEAST 2 UNITS FROM:

PE 122
PE 125

PLUS AT LEAST 2 UNITS FROM AT LEAST 2 DIFFERENT COURSES FROM:

PE 107
PE 108
PE 109
PE 115
PE 116
PE 120
PE 121
PE 126
PE 127
PE 128
PE 129

PE 195
PEDAN 128

RECOMMENDED COURSES:

BUSMG 191*
PETHE 210
PETHE 279
PETHE 283
PETHE 285
PETHE 292

Associate in Science Degree Kinesiology: Coaching

MAJOR REQUIREMENTS:

HSCI 230
PETHE 210
PETHE 259
PETHE 281
PETHE 282
PETHE 284
PSYCH 101*

PLUS AT LEAST 3 UNITS FROM:

NUTRI 120
NUTRI 160*

PLUS AT LEAST 3 UNITS FROM:

BUS 240*
MATH 135*
MATH 142*

PLUS AT LEAST 3 UNITS FROM:

BIOSC 101
BIOSC 102
BIOSC 116
BIOSC 139
BIOSC 140

Coaching Emphasis:

PLUS AT LEAST 3 UNITS FROM:

PETHE 260
PETHE 261
PETHE 264

PLUS AT LEAST 2 UNITS FROM:

PE 106, PE 110, PE 154, PE 162, PE 163, PE 172, PE 173, PE 174, PE 180, PE 182, PE 185, PE 188, PE 189,
PE 190, PE 192, PE 193, PE 199

or

PEIC 200, PEIC 202A and B, PEIC 203A and B, PEIC 206, PEIC 210, PEIC 215, PEIC 216, PEIC 217, PEIC 223,
PEIC 224, PEIC 225

activity course or intercollegiate athletic participation must be selected in area of coaching emphasis

RECOMMENDED DEGREE ELECTIVES:

PETHE 279

Associate in Science Degree Sports Medicine/Athletic Training

MAJOR REQUIREMENTS:

BIOSC 139
HSCI 124*
PETHE 279
PETHE 281
PETHE 282
PETHE 283
PETHE 284
PETHE 285
PETHE 286
PETHE 287
PETHE 288
PSYCH 101*

PLUS AT LEAST 3 UNITS FROM:

CHEM 108
CHEM 109*
CHEM 120
PHYS 110*
PHYS 120

PLUS AT LEAST 3 UNITS FROM:

BIOSC 140
HSCI 230
NUTRI 160*
PETHE 210

Certificate of Achievement Coaching

REQUIRED COURSES:

HSCI 230
PETHE 259
PETHE 281
PETHE 282
PETHE 284

PLUS AT LEAST 3 UNITS FROM:

NUTRI 120
NUTRI 160*

PLUS AT LEAST 3 UNITS FROM:

PETHE 260
PETHE 261
PETHE 264

PLUS AT LEAST 2 UNITS FROM:

PE 106, PE 110, PE 154, PE 162, PE 163, PE 172, PE 173, PE 174, PE 180, PE 182, PE 185, PE 188, PE 189,
PE 190, PE 192, PE 193, PE 199

or

PEIC 200, PEIC 202A or B, PEIC 203A or B, PEIC 206, PEIC 210, PEIC 215, PEIC 216, PEIC 217, , PEIC 223,
PEIC 224, PEIC 225

Activity courses or interscholastic athletic participation must be in the selected area of coaching emphasis.

Certificate of Achievement Personal Training

REQUIRED COURSES:

HSCI 230
PETHE 259
PETHE 281
PETHE 282
PETHE 284

PLUS AT LEAST 3 UNITS FROM:

NUTRI 115
NUTRI 120
NUTRI 160*

PERSONAL TRAINING EMPHASIS:

PETHE 291
PETHE 294
PETHE 295

PLUS AT LEAST 1 UNIT FROM:

PE 122
PE 125

Associate in Science Degree Plumbing

REQUIRED COURSES:

PLUMB 110
PLUMB 111
PLUMB 112
PLUMB 113
PLUMB 114
PLUMB 115
PLUMB 116
PLUMB 117
PLUMB 118
PLUMB 119
PLUMB 120
PLUMB 121
PLUMB 122
PLUMB 123
PLUMB 124
PLUMB 125
PLUMB 126
PLUMB 127
PLUMB 128
PLUMB 129

Certificate of Achievement Plumbing

COMPLETE AT LEAST 28 UNITS FROM:

PLUMB 112
PLUMB 113
PLUMB 114
PLUMB 115
PLUMB 116
PLUMB 117
PLUMB 118
PLUMB 119
PLUMB 120
PLUMB 121
PLUMB 122
PLUMB 123
PLUMB 124
PLUMB 125
PLUMB 126
PLUMB 127
PLUMB 128
PLUMB 129

Certificate of Accomplishment Plumbing

COMPLETE AT LEAST 10 UNITS FROM:

PLUMB 110

PLUMB 111

PLUMB 112

PLUMB 113

PLUMB 114

PLUMB 115

PLUMB 116

Associate in Arts Degree Political Science

MAJOR REQUIREMENTS:

POLSC 120

POLSC 121

COMPLETE 9 UNITS FROM:

POLSC 151

POLSC 220

POLSC 240

POLSC 250

COMPLETE 3 UNITS FROM:

ANTHR 130*

ECON 220*

ECON 221*

HIST 120*

HIST 121*

HIST 125*

HIST 127

HIST 128

HIST 129*

HIST 140*

HIST 141*

HIST 150

HIST 170

MATH 142*

SOCSOC 123*

SOCIO 121*

SOCIO 122

Associate in Arts Degree Psychology

MAJOR REQUIREMENTS:

PSYCH 101*
PSYCH 145*
PSYCH 215
MATH 142*

PLUS AT LEAST 3 UNITS FROM:

BIOSC 101
BIOSC 102

COMPLETE AT LEAST 3 UNITS FROM:

Area 1 (Identity and Personal Relationships):

PSYCH 122
PSYCH 140
PSYCH 141
PSYCH 160
PSYCH 240

COMPLETE AT LEAST 3 UNITS FROM:

Area 2 (Abnormality, Personality and Social Context):

PSYCH 220*
PSYCH 225*
PSYCH 230*

COMPLETE AT LEAST 3 UNITS FROM:

Area 3 (Biology and Development):

PSYCH 115
PSYCH 130*
PSYCH 190
PSYCH 200*

Certificate of Achievement Russian

COMPLETE AT LEAST 15 UNITS FROM THE FOLLOWING LIST OF COURSES

RUSS 120*

RUSS 121*

RUSS 220

RUSS 221

Certificate of Achievement Spanish

List A

SPAN 110*
SPAN 111*
SPAN 120*
SPAN 121*
SPAN 220*
SPAN 221*
SPAN 230
SPAN 231
SPAN 250*

List B

SPAN 121*
SPAN 155*
SPAN 156*
SPAN 157*
SPAN 220*
SPAN 221*

**Associate in Arts Degree
Special Education Paraeducator/Instructional Assistant**

MAJOR REQUIREMENTS:

ECE 124
PSYCH 122
SPEDU 101
SPEDU 102
SPEDU 103

PLUS 2-4 UNITS FROM:

COOP 170
COOP 180

PLUS AT LEAST 6 UNITS FROM:

ECE 125
ECE 126
ECE 128
ECE 263
ECE 265
ECE 269
EDUC 120
EDUC 122
MATH 124*
SIGN 280
SIGN 281
SIGN 282

Certificate of Achievement
Special Education Paraeducator/Instructional Assistant

REQUIRED COURSES:

ECE 124
PSYCH 122
SPEDU 101
SPEDU 102
SPEDU 103

PLUS 2-4 UNITS FROM:

COOP 170
COOP 180

PLUS AT LEAST 6 UNITS FROM:

ECE 125
ECE 126
ECE 128
ECE 263
ECE 265
ECE 269
EDUC 120
EDUC 122
MATH 124*
SIGN 280
SIGN 281
SIGN 282

Associate in Arts Degree Communication Studies

MAJOR REQUIREMENTS:

SPCH 120*

SPCH 121

SPCH 128

PLUS AT LEAST 9 UNITS FROM:

JRNAL 110

JRNAL 120

SPCH 123

SPCH 124

SPCH 130

SPCH 140

SPCH 148

SPCH 155*

SPCH 160

SPCH 161

SPCH 162

SPCH 298

Certificate of Achievement Communication Studies

REQUIRED COURSES:

SPCH 120*
SPCH 121
SPCH 128

PLUS AT LEAST 3 UNITS FROM:

SPCH 123
SPCH 124
SPCH 130
SPCH 140
SPCH 148
SPCH 155*
SPCH 160
SPCH 161
SPCH 162
SPCH 298

Appendix (C)

Courses Fulfilling Intersegmental General Education Transfer Curriculum (IGETC) Per Diablo Valley College Catalog, 2011-12 Diablo Valley College Online Offerings

Area 1 - English communication

1-A English Composition

Course requirement – 3 units, 1 course
ENGL-122

1-B Critical Thinking – English Composition

Course requirement – 3 units, 1 course
ENGL-123
ENGL-126
HIST-122
PSYCH-145

1-C Oral Communication – CSU requirement only

Course requirement – 3 units, 1 course
SPCH-120

Area 2 – Mathematical Concepts and Quantitative Reasoning

Course requirement – 3 units, 1 course
BUS-240
MATH-124
MATH-135
MATH-135SP
MATH-142
MATH-182
MATH-191
MATH-192
MATH-195
MATH-292

Area 3 – Arts and Humanities

Course requirement – 9 units, at least 3 courses

This requirement includes taking at least one course from the Arts (3-A) and taking one from the Humanities (3-B)

3-A Arts

ARTDM-214
ARTHS-195
ARTHS-196
ARTHS-197
FILM-140

FILM-160
FILM-180
FILM-280
FILM-282
MUSIC-110
MUSIC-118

3-B Humanities

ARABC-121	HIST-124
CHIN-121	HIST-125
ENGL-153	HIST-126
ENGL-154	HIST-129
ENGL-163	HIST-140
ENGL-166	HIST-141
ENGL-167	HIST-171
ENGL-168	ITAL-121
ENGL-173	JAPAN-121
ENGL-190	RUSS-121
ENGL-273	SPAN-121
FRNCH-121	SPAN-220
GRMAN-121	SPAN-221
HIST-120	SPAN-250
HIST-121	

Area 4 – Social and Behavioral Sciences

Course requirement – 9 units, at least 3 courses

ADJUS-120	PSYCH-220
ANTHR-120	PSYCH-225
ANTHR-130	PSYCH-230
ECON-220	SOCSC-110
ECON-221	SOCSC-115
ENGIN-130	SOCSC-120
GEOG-135	SOCSC-123
HSCI-127	SOCIO-120
HSCI-140	SOCIO-121
HIST-120	SOCIO-125
HIST-121	SOCIO-135
HIST-124	
HIST-126	
HIST-126	
HIST-129	
HIST-140	
HIST-141	
HIST-171	
PSYCH-101	
PSYCH-130	
PSYCH-200	

Area 5 – Physical and Biological Sciences

Course requirement – 7-9 units, at least 2 courses

5-A Physical Science

ASTRO-128
CHEM-109
CHEM-109
GEOG-140
OCEAN-102
PHYS-110
PHYS-129

5-B Biological Science

ANTHR-140

5-C Laboratory

ASTRO-128
CHEM-106
CHEM-109
OCEAN-102
PHYS-129

Area 6 – Languages other than English (UC requirement only)

CHIN-120
FRNCH-120
GRMAN-120
ITAL-120
JAPAN-120
RUSS-120
SPAN-120

CSU Graduation Requirement in U.S. History, Constitution and American Ideals

6 units

HIST-120 and HIST-121
HIST-120 and HIST-124
HIST-121 and SOCSC-115
HIST-121 and SOCSC-120
HIST-124 and SOCSC-120
HIST-171 and SOCSC-115
HIST-171 and SOCSC-120

Appendix (D)

**Courses Fulfilling CSU General Education
Breadth Requirements (CSU G.E.)
Per Diablo Valley College Catalog, 2011-12
Diablo Valley College Online Offerings**

A - English Language Communication and Critical Thinking

A-1 Oral Communication

Course requirement – 3 units
SPCH-120

A-2 Written Communication

Course requirement – 3 units
ENGL-122

A-3 Critical Thinking

Course requirement – 3 units
ENGL-123
ENGL-126
PSYCH-145

B – Scientific Inquiry and Quantitative Reasoning

At least 3 units from B-1, at least 3 units in B-2, at least one lab course to meet B-3; at least 3 units in B-4. Courses that meet laboratory requirements are underlined and must be taken with matching lecture course.

B-1 Physical Science

ASTRO-128
CHEM-106
CHEM-109
GEOG-140
OCEAN-102
PHYS-110
PHYS-129

B-2 Life Science

ANTHR-140
BIOSC-102

B-3 Laboratory Activity

Once course in B-1 or B-2 must be a laboratory course. Courses that meet the laboratory requirement are underlined in area B-1 and B-2 and must be taken with matching lecture courses.

B-4 Mathematics/Quantitative Reasoning

BUS-240	MATH-182
MATH-121	MATH-191
MATH-124	MATH-192
MATH-135	MATH-195
MATH-135SP	MATH-292
MATH-142	

C – Arts and Humanities

Course requirement – 9 units

Complete at least one 3 unit course in the Arts (C-1), one 3 unit course in the Humanities (C-2), and 3 units from either Arts (C-1) or Humanities (C-2), for the total requirement of at least 9 units.

C-1 Arts (Art, Dance, Film, Music, Theater)

ARTDM-214	FILM-160
ARTHS-195	FILM-180
ARTHS-196	FILM-282
ARTHS-197	MUSIC-110
BCA-140	MUSIC-118
FILM-140	

C-2 Humanities (Literature, Philosophy, Foreign Language)

ARABC-121	HIST-140
BCA-260	HIST-141
CHIN-121	HIST-171
ENGL-153	ITAL-121
ENGL-154	RUSS-121
ENGL-163	SPAN-121
ENGL-166	SPAN-220
ENGL-167	SPAN-221
ENGL-168	SPAN-250
ENGL-173	
ENGL-190	
ENGL-222	
ENGL-223	
ENGL-224	
ENGL-225	
ENGL-273	
FILM-160	
FRNCH-121	
GRMAN-121	
HIST-120	
HIST-121	
HIST-124	
HIST-125	
HIST-126	
HIST-129	

D – Social Sciences

At least 9 units required with courses in at least 2 disciplines. A course may be listed in more than one group, but may be only counted once.

D-1 Anthropology and Archeology

ANTHR-120

ANTHR-130

D-2 Economics

ECON-220

ECON-221

D-3 Ethnic Studies

ANTHR-120

HIST-124

HIST-125

HIST-126

HIST-127

HIST-129

HIST-171

SOCSC-115

SOCSC-120

SOCIO-135

D-4 Gender Studies

HIST-171

SOCSC-120

D-5 Geography

GEOG-135

D-6 History

HIST-120

HIST-121

HIST-124

HIST-125

HIST-126

HIST-129

HIST-140

HIST-141

HIST-171

D-7 Interdisciplinary Social or Behavioral Science

ENGIN-130

HSCI-124

HSCI-140

SOCSC-110
SOCSC-115
SOCSC-120
SOCSC-123

D-8 Political Science, Government and Legal Institutions

No courses available through online instruction.

D-9 Psychology

PSYCH-101
PSYCH-130
PSYCH-200
PSYCH-220
PSYCH-225
PSYCH-230

D-10 Sociology and Criminology

ADJUS-120
ADJUS-139
SOCIO-120
SOCIO-121
SOCIO-125
SOCIO-135

E – Lifelong Learning and Self Development

Course requirement – 3 units

CARER-110
HSCI-124
HSCI-127
HSCI-140
HSCI-164
HSCI-170
NUTRI-160
PSYCH-200

CSU Graduation Requirement in U.S. History, Constitution and American Ideals

6 units

HIST-120 and HIST-121
HIST-120 and HIST-124
HIST-121 and SOCSC-115
HIST-121 and SOCSC-120
HIST-124 and SOCSC-120
HIST-171 and SOCSC-115
HIST-171 and SOCSC-120

Appendix (E)

**Courses Fulfilling the Diablo Valley College (DVC) Associate Degree General
Education Requirements
Per Diablo Valley College Catalog, 2011-12
Diablo Valley College Online Offerings**

I. Language and Reasoning

A. English composition

Course requirement – 3 units. Complete with a “C” grade or higher:

ENGL-122

B. Communications and analytical thinking

Course requirement – 3-4 units

Complete one course:

BUS-240	HIST-122
BUS-250	MATH-124
BUS-255	MATH-135
COMSC-100	MATH-135SP
COMSC-105	MATH-142
COMSC-110	MATH-183
COMSC-255	MATH-191
COMSC-265	MATH-192
ENGL-123	MATH-195
ENGL-126	PSYCH-145

C. Mathematics comprehension

Course requirement 0-4 units. Satisfy either 1) or 2) below.

- 1) Complete one of the following courses with a grade of “C” or higher, or transfer credit for an equivalent course from another accredited college or university.

BUS-240	MATH-135SP
MATH-114	MATH-142
MATH-120	MATH-182
MATH-120SP	MATH-191
MATH-121	MATH-192
MATH-124	MATH-195
MATH-135	

- 2) Options are not currently available in a distance education format.

II. Natural sciences

Course requirement 3-5 units. Complete one course:

ANTHR-140	GEOG-140
ASTRO-128	OCEAN-102
CHEM-109	PHYS-110
CHEM-109	PHYS-129

III. Arts and humanities

Course requirement 3-5 units. Complete one course:

ARABC-121	ENGL-167	FRNCH-121	HIST-171
ARTDM-214	ENGL-168	GRMAN-121	ITAL-121
ARTHS-195	ENGL-173	HIST-120	JAPAN-121
ARTHS-196	ENGL-190	HIST-121	MUSIC-110
ARTHS-197	ENGL-273	HIST-124	MUSIC-118
CHIN-121	FILM-140	HIST-125	RUSS-121
ENGL-153	FILM-160	HIST-126	SPAN-121
ENGL-154	FILM-180	HIST-129	SPAN-220
ENGL-163	FILM-280	HIST-140	SPAN-221
ENGL-166	FILM-282	HIST-141	SPAN-250

IV. Social and behavioral sciences

Course requirement – 3 units

ADJUS-120	HSCI-140	HIST-141	SOCSC-110
ANTHR-120	HIST-120	HIST-171	SOCSC-115
ANTHR-130	HIST-121	PSYCH-101	SOCSC-120
ECON-220	HIST-124	PSYCH-130	SOCSC-123
ECON-221	HIST-125	PSYCH-200	SOCIO-120
ENGIN-130	HIST-126	PSYCH-220	SOCIO-121
GEOG-135	HIST-129	PSYCH-225	SOCIO-125
HSCI-127	HIST-140	PSYCH-230	SOCIO-135

V. Multicultural studies

Course requirement – 0-3 units

ADJUS-130	ENGL-225	HIST-129
ANTHR-120	FILM-160	HIST-171
BCA-260	GEOG-135	SOCSC-115
ENGL-168	HIST-124	SOCSC-120
ENGL-173	HIST-125	SOCIO-125
ENGL-190	HIST-126	SOCIO-135

VI. Information Literacy

Course requirement 0-5 units

CARER-110
COUNS-130
HSCI-124
LS-121

VII. American Institutions

Course requirement 0-6 units

Complete one of the following pairs:

HIST-120 and HIST-121
HIST-120 and HIST-124
HIST-121 and SOCSC-115
HIST-121 and SOCSC-120
HIST-124 and SOCSC-120
HIST-171 and SOCSC-115
HIST-171 and SOCSC-120

VIII. Ecology of human health

Course requirement 0-3 units

HSCI-124
HSCI-140
HSCI-164
HSCI-170
NUTRI-160

IX. Physical Education - Options are not currently available in a distance education format.