

AGENDA  
Regular Meeting  
BOARD OF TRUSTEES  
STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704  
4:30 p.m., December 9, 2003

- I. Call to Order
- II. Pledge of Allegiance
- III. Introduction of Guests
- IV. Approval of Minutes, Meeting of November 4, 2003
- V. Delegations, Petitions, and Communications [see footnote, page 2]
- VI. Organization of Board
  - A. Election of Officers and Adoption of Board Calendar [03-240] Dorothy Smith
  - B. Special Presentation
- VII. Reports of Chancellor and Staff
  - A. PRESENTATIONS
    - 1. Interim Chancellor's Report Tom Crow
    - 2. Campus Reports Ned Doffoney, FCC  
Tony Cantu, RC  
Don Yeager, NC
    - 3. Academic Senate Report Ron Nishinaka, RC
    - 4. Classified Senate Report Kasey Oliver, RC
    - 5. Student Grading Tom Crow  
Felix Aquino
    - 6. Student Learning Outcomes Felix Aquino  
Kim Perry  
Deborah Ikeda  
Terry Kershaw

B. CONSIDERATION OF CONSENT AGENDA [03-241 through 03-255]

C. PERSONNEL

1. Public Hearing on the District's Initial [03-256] Randy Rowe  
Proposal to the Part-Time Faculty Contract  
Reopener Presented by State Center Federation  
Local 1533, CFT/AFT, CIO/AFL

D. GENERAL

2. Consideration to Approve the 2004-2007 [03-257] Tom Crow  
District Strategic Plan

VIII. Reports of Board Members

IX. Old Business

X. Future Agenda Items

XI. Closed Session

A. CONFERENCE WITH LABOR NEGOTIATOR [SCFT Full-Time and Part-Time  
Faculty Bargaining Units, and CSEA Bargaining Unit]; Randy Rowe, Pursuant to  
Government Code Section 54957.6

B. PUBLIC EMPLOYMENT, Pursuant to Government Code Section 54957, Associate  
Dean of Instruction – Humanities Division, Fresno City College

C. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE, Pursuant to  
Government Code Section 54957

D. PUBLIC EMPLOYMENT, Pursuant to Government Code Section 54957,  
Chancellor Search Process

XII. Open Session (if any)

A. Consideration to Appoint Associate Dean of [03-258]  
Instruction – Humanities Division, Fresno City College

XIII. Open Session (if any)

XIV. Adjournment

---

The Board chairperson, under Board Policy 9320.1, has set a limit of three minutes each for those who wish to address the Board. General comments will be heard under Agenda Section Delegations, Petitions and Communications at the beginning of the meeting. Those who wish to speak to items to be considered in Closed Session will be given the opportunity to do so following the completion of the open agenda and just prior to the Board's going into Closed Session. Individuals wishing to address the Board should fill out a Request Form and file it with the Associate Vice Chancellor-Human Resources, Randy Rowe, at the beginning of the meeting.

Any person with a disability may request this agenda be made available in an appropriate alternative format. A request for a disability-related modification or accommodation may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting to Cindy Spring, Executive Secretary to the Chancellor, 1525 E. Weldon Avenue, Fresno, CA 93704, (559) 244-5901, 8:00 a.m. to 5:00 p.m., Monday – Friday, at least 48 hours before the meeting.

CONSENT AGENDA  
BOARD OF TRUSTEES MEETING  
December 9, 2003

PERSONNEL

1. Employment, Certificated Personnel [03-241]
2. Employment, Promotion, Change of Status, Transfer, and Resignation, Classified Personnel [03-242]
3. Consideration to Approve Additional Registration Assistant Positions, Fresno City College [03-243]
4. Consideration to Approve Two Limited Term Sign Language Interpreter IV Positions at Fresno City College, Spring 2004 [03-244]
5. Consideration to Approve a New Classification Specification, Sign Language Interpreter V [03-245]
6. Consideration to Approve the Hiring of Limited Term Bookstore Sales Clerk I Positions, Spring 2004 [03-246]

GENERAL

7. Consideration to Approve Curriculum Proposals, Spring 2004 through Fall 2005, Fresno City College and Reedley College [03-247]
8. Consideration to Approve Out-of-Country Travel, Fresno City College Choir [03-248]
9. Review of District Warrants and Checks [03-249]
10. Consideration of Report of Investments [03-250]
11. Consideration to Adopt Resolution Authorizing Agreement with California Department of Education for Tech Prep Transportation Industry Sector Project, State Center Consortium [03-251]
12. Consideration to Adopt Resolution Authorizing Agreement with California Department of Education to Create Interactive Network, State Center Consortium [03-252]

13. Consideration to Authorize Cost/Resource Sharing Agreement with Fresno County Workforce Investment Board, Fresno City College [03-253]
14. Consideration to Donate Surplus Hay Equipment to El Capitan High School [03-254]
15. Consideration of Bids, Construction of Water Improvements, Reedley College [03-255]

MINUTES OF MEETING OF  
BOARD OF TRUSTEES  
STATE CENTER COMMUNITY COLLEGE DISTRICT  
November 4, 2003

Call to Order                    A regular meeting of the Board of Trustees of the State Center Community College District was called to order by Vice President William Smith at 4:30 p.m., November 4, 2003, at the District Office Boardroom, 1525 E. Weldon Avenue, Fresno, California.

Trustees Present                Dorothy Smith, President (arrived at 4:36 p.m.)  
William Smith, Vice President  
Patrick E. Patterson, Secretary  
Isabel Barreras  
H. Ronald Feaver  
Phillip J. Forhan  
Leslie Thonesen  
Norma Lara, Student Trustee, RC  
Doug Crutchfield, Student Trustee, FCC

Also present were:

Tom Crow, Interim Chancellor, SCCC  
Ned Doffoney, President, Fresno City College  
Tony Cantu, Interim President, Reedley College  
Don Yeager, Vice Chancellor-North Centers  
Felix Aquino, Vice Chancellor-Educational Services and Planning  
Doug Brinkley, Vice Chancellor-Finance and Administration, SCCC  
Randy Rowe, Associate Vice Chancellor-Human Resources, SCCC

Introduction of Guests        Among the others present, the following signed the guest list:

Cindy Spring, Executive Secretary to the Chancellor, SCCC  
Teresa Patterson, Executive Director-Public and Legislative Relations, SCCC  
Eileen O'Hare, General Counsel, SCCC  
Brian Speece, Associate Vice Chancellor-Business and Operations, SCCC  
Joan Edwards, Executive Director – SCCC Foundation  
Terry Kershaw, Dean of Instruction and Student Services, NC  
Kelley Claassen, Classified Senate Representative and Staff, SCCC  
Michael Roberts, Academic Senate President and Staff, FCC  
Ron Nishinaka, Academic Senate President and Staff, RC

Introduction of Guests  
(continued)

Zwi Reznik, AFT President and Staff, FCC  
Francis Sullivan, CSEA President and Staff, FCC  
Gene Blackwelder, College Business Manager, RC  
Ed Eng, Director of Finance, SCCCCD  
Randy Vogt, Director of Purchasing, SCCCCD  
Michael Guerra, College Business Manager, FCC  
Rick Christl, Associate Dean of Instruction-Applied Technology  
Division, FCC  
Marilyn Meyer, Associate Dean of Instruction-Business Division,  
FCC  
Jim Steinberg, The Fresno Bee  
Carl Simms, Director-Maintenance and Operations, SCCCCD  
Charles Francis, Director-Grant Funded Education, The Training  
Institute  
Linda Nies, Accounting Technician I, RC  
Ernie Smith, Associate Dean of Students-Career and Resource  
Development, FCC  
John Cummings, District Dean-Admissions and Records, SCCCCD  
Carolyn Drake, Associate Dean of Instruction-Health Sciences,  
FCC  
Candy Hansen, Director-Center for International Trade  
Development, SCCCCD  
Robert Fox, Dean of Students, FCC  
Marvin Reyes, Chief of Police, SCCCCD  
Deborah Ikeda, Interim Dean of Instruction, FCC  
Randy Rominger, Kitchell  
Russell Fox, Kitchell  
Rick Barton, Kitchell  
Ruben Fernandez, Dean of Students, RC  
Javier Renteria, Counselor, RC  
Ralph Munoz, Counselor, NC  
Cyndie Sine, Coordinator-Planning, Faculty Development &  
Program Review, FCC  
Natalie Alquinzon, Student, RC  
Matthew Kalashian, Student, RC  
Kimberly Perry, Interim Dean of Instruction, RC  
David Balogh, Instructor, FCC  
Sarah Vantossel, The Rampage

Approval of Minutes

The minutes of the Board meeting of October 7, 2003, were presented for approval. A motion was made by Ms. Barreras and seconded by Mr. Forhan to approve the minutes of the October 7, 2003, meeting as presented.

The motion carried by the following vote:

Ayes - 6  
Noes - 0  
Absent - 1

Delegations, Petitions,  
and Communications

There were no delegations, petitions, and communications.

Interim Chancellor's  
Report

Dr. Crow reported that last Friday he had the opportunity to meet with Ken Newby, Pete Weber, and Deb Nankivell to express State Center's interest in taking a lead role in the Fresno Regional Jobs Initiative to promote 30,000 new jobs in the next five years. Teresa Patterson and he explained the District's capabilities to provide leadership and training for each of the initiatives. He has committed that a senior management person will be assigned to each of the seven initiatives.

A meeting of the Chancellor's Circle will be held this Wednesday at Reedley College. This foundation event will provide an opportunity to update the group on events in the District, as well as highlight progress at Reedley College.

Mark your calendars for the big football game between Fresno City College and Reedley College on Saturday, November 15. The game will be held in Reedley at 7:00 p.m. The winner will most likely play for the Northern California Championship.

Dr. Crow concluded his report by stating that he attended a dinner last night for State Superintendent of Public Instruction Jack O'Connell. Superintendent O'Connell's message regarding the budget was what we have been hearing from everyone in Sacramento --- wait and see. There is a lot of speculation with the Governor transition, but no solid indications at this time.

Campus Report, Fresno  
City College

Dr. Doffoney reported on the following from Fresno City College:

- Update on LVN graduates entering the RN program at Fresno City College
- Producers Dairy Bowl to be played on November 22 at 4:00 p.m. at Ratcliffe Stadium
- The college's annual Veterans Day ceremony will be held on Friday, November 7, beginning at 12 noon

Campus Report,  
Reedley College

From Reedley College, Mr. Cantu reported:

- Ron Nishinaka has been appointed by the Academic Senate for California Community Colleges to the Agriculture and Natural Resources Committee for the 2003-2004 academic year.
- The Livestock Show Team garnered numerous awards at the Big Fresno Fair
- Activities planned for the November 11 Classified Flex Day event



Campus Report,  
Reedley College  
(continued)

- Ag Backers Golf Tournament scheduled for November 7
- The Aviation Maintenance program recently received a \$40,000 gift from the Paul Schmitt and Katherine Schmitt Family Trust.
- The Floral Design class will be participating in the upcoming “Christmas at the Met” exhibit at the Fresno Metropolitan Museum.

Campus Report,  
North Centers

Dr. Yeager reported the following from the North Centers:

- The Sigma Gamma Chapter of Alpha Gamma Sigma Honor Society hosted a very successful Northern California AGS Regional Conference on October 25 at the Madera Center.
- The next Educational Lecture Series on November 19 will feature Ozzie DeLuna from Madera High School and Armando Gomez from Madison Elementary School
- The Madera Ranchos Kiwanis will hold their annual Madera Center Scholarship Walk/Run on November 23.
- A Las Posadas celebration is scheduled at the Madera Center on December 2 at 6:30 p.m.

Academic Senate  
Report

Mr. Michael Roberts, Fresno City College Academic Senate President, reported on the following:

- Meeting with the administration on matters concerning the hiring, reassignment, transfer, and evaluation of administrative staff.
- Agreement with Reedley College Senate Executive Committee on the Single Course Qualification policy language and the Credit/No Credit and Credit by Examination policies.
- On October 18 members of the Fresno City College and Reedley College Executive Committees attended the Statewide Senate Area A meeting at Consumnes River College.
- Senate subcommittees continue to work on issues regarding the impact of the fee increase, police services for early morning and late evening classes, and parking.

Classified Senate  
Report

Ms. Kelley Claassen, Fresno City College Classified Senate representative, reported on:

- Plans for the Fresno City College/District Office Classified Staff Development Day on November 11
- Mini workshops will begin on November 5
- Senate members have been learning about the new accreditation process.
- The Senate is currently represented on the Chancellor’s Search Committee, the Parking Study Committee, and

- Classified Senate Report (continued)
- recently participated in the Strategic Plan Charrette.
  - Larry Dickson, Classified Senate President, is expected to return to work in December.
- Partnership for Excellence Report
- Dr. Felix Aquino, Ralph Munoz, David Balogh, and Javier Renteria, provided an update on campus programs that have been made possible by Partnership for Excellence funds.
- Mr. Patterson expressed his concern regarding the UC's and CSU's limiting transfers from community colleges.
- Mr. Smith stated that he would like to see a breakdown of the District's enrollment and certification numbers in vocational programs for the last five years; i.e., CTC standing alone, as well as CTC combined with the campuses.
- Ms. Barerras questioned the number of day and evening referrals to the Madera Center tutorial center.
- Consent Agenda  
Action
- It was moved by Mr. Smith and seconded by Ms. Lara that the Board of Trustees approve the consent agenda as presented. The motion carried unanimously.
- Retirement and Leave of Absence, Certificated Personnel [03-221]  
Action
- approve certificated personnel recommendations, Items A and B, as presented. (Lists A and B are herewith made a part of these minutes as Appendix I, 03-221).
- Re-Employment, Employment, Promotion, Change of Status, Transfer, Resignation, and Retirement, Classified Personnel [03-222]  
Action
- approve classified personnel recommendations, Items A through I, as presented. (Lists A through I are herewith made a part of these minutes as Appendix II, 03-222).
- Resolution Scheduling Date and Time for Organizational Meeting of the Board [03-223]  
Action
- adopt, as presented, the proposed Resolution selecting December 9, 2003, at 4:30 p.m. as the date and time for its organizational meeting, and direct the Interim Chancellor to notify, by copy of the completed Resolution, all members of the Board and the County Superintendent of Schools of the time and date selected.

Consideration to  
Approve Revised Board  
Policy 2000 Series,  
Board of Trustees  
[03-224]  
Action

approve the revised Board Policy 2000 series, Board of Trustees,  
as presented.

Consideration to Adopt  
2004-2005 and 2005-  
2006 Instructional and  
Holiday Calendars,  
Fresno City College,  
Reedley College, and  
North Centers  
[03-225]  
Action

adopt the 2004-2005 and 2005-2006 Instructional and Holiday  
Calendars for Fresno City College, Reedley College, and the  
North Centers, as presented.

Review of District  
Warrants and Checks  
[03-226]  
Action

review and sign the warrants register for the period  
September 25, 2003, to October 31, 2003, in the amount of  
\$8,782,084.45; and

review and sign the check registers for the Fresno City College  
and Reedley College Co-Curricular Accounts and the Fresno City  
College and Reedley College Bookstore Accounts for the period  
September 10, 2003, to October 22, 2003, in the amount of  
\$642,312.06.

Financial Analyses of  
Enterprise and Special  
Revenue Operations  
[03-227]  
Action

received as information only.

Budget Transfers and  
Adjustments Report  
[03-228]  
Action

received as information only.

Consideration to Adopt  
Resolution Authorizing  
Inter-fund Transfer  
[03-229]  
Action

- a) approve Resolution No. 03-229 authorizing an inter-fund  
transfer in the amount of \$600,000.00 from the General Fund  
to the Capital Projects Fund; and
- b) authorize filing said Resolution with the Fresno County Office  
of Education.

Consideration to Close  
Training Institute Bank  
Account, Fresno City  
College

[03-230]

Action

authorize closure of SCCCD/FCC Training Institute Account  
#14822-50179.

Consideration to  
Accept Grant from the  
Economic Development  
Administration, Center  
for International Trade

[03-231]

Action

- a) authorize the acceptance of a grant in the amount of \$110,000.00 from the Economic Development Administration for the period July 1, 2003, through June 30, 2004;
- b) authorize renewal of the grant with similar terms and conditions; and
- c) authorize the Interim Chancellor or Vice Chancellor-Finance and Administration to sign the Financial Assistance Award on behalf of the District.

Consideration to  
Accept Mini-Grant  
from the Madera  
County Children and  
Families Commission,  
Madera Center

[03-232]

Action

- a) authorize entering into an Agreement with the Madera County Children and Families Commission in the amount of \$2,580.00 to fund a Backpack Literacy Project;
- b) authorize renewal of the grant with similar terms and conditions; and
- c) authorize the Interim Chancellor or Vice Chancellor-Finance and Administration to sign the Financial Assistance Award on behalf of the District.

Consideration of Bids,  
Track Repairs, Ratcliffe  
Stadium, Fresno City  
College

[03-233]

Action

award Bid #0304-11 in the amount of \$21,500.00 to California Track & Engineering, Inc., the lowest responsible bidder for Track Repairs at Ratcliffe Stadium, Fresno City College, and authorize the Interim Chancellor or Vice Chancellor-Finance and Administration to sign an Agreement on behalf of the District.

\*\*\*\*\*End of Consent Agenda\*\*\*\*\*

Public Hearing on Part-  
Time Faculty Initial  
Proposal for Contract  
Reopener Presented by  
State Center Federation  
Local 1533, CFT/AFT,  
CIO/AFL

[03-234]

No Action

Mr. Rowe stated that Government Code Section 3547 sets forth the "sunshine" provisions of the Rodda Act. The Board is required to hold public hearings on the proposals of the employee group and those of the Board. The State Center Federation of Teachers on behalf of the Part-Time Faculty presented its initial proposals for contract reopener to the Board on October 7, 2003. The SCFT Part-Time Faculty items are as follows:

Article XI – Hours, Workload, Class Size

- Section 3 – Office Hours  
District shall provide paid office hours for part-time faculty.

Public Hearing on Part-Time Faculty Initial Proposal for Contract Reopener Presented by State Center Federation Local 1533, CFT/AFT, CIO/AFL  
[03-234]  
No Action

Article XV – Compensation

- District will provide a salary increase to make the part-time faculty salary schedule comparable to similar districts.
- District shall put the District allocation of the State's \$50 million part-time faculty equity funding for 2003-2004 on the part-time faculty salary schedule.
- District shall provide paid health insurance benefits to part-time faculty.

Public Hearing

Ms. Smith convened a public hearing at 5:31 p.m. There being no comments from the public, the hearing was closed at 5:32 p.m.

Presentation of Draft 2004-2007 District Strategic Plan  
[03-235]  
No Action

Dr. Crow and Dr. Kershaw provided a brief overview of the Strategic Plan process and draft copies of the Plan were provided for the Board's review. The final Strategic Plan will be submitted for the Board's approval at the December 9, 2003, meeting.

Acknowledgement of Quarterly Financial Status Report – General Fund  
[03-236]  
Action

A motion was made by Mr. Thonesen and seconded by Mr. Feaver that the Board of Trustees acknowledge the Quarterly Financial Status Report (CCFS-311Q), as presented. The motion carried unanimously.

Consideration of Resolution Authorizing Adoption of a Labor Compliance Program, Districtwide  
[03-237]  
Action

A motion was made by Mr. Patterson and seconded by Mr. Forhan that the Board of Trustees:

- a) approve a Resolution authorizing the adoption of a Labor Compliance Program for construction projects utilizing funds from the Kindergarten-University Public Education Facilities Bond Acts of 2002 and 2004; and
- b) authorize the Interim Chancellor or Vice Chancellor-Finance and Administration to sign an Agreement on behalf of the District.

The motion carried unanimously.

Consideration to Authorize Agreement with Consultants for Program/Construction Management Services, Measure E Projects  
[03-238]

Mr. Forhan questioned the "small projects" referred to under Fiscal Impact, and suggested that the projects be defined in the final agreement.

A motion was made by Mr. Smith and seconded by Mr. Thonesen that the Board of Trustees:

Consideration to  
Authorize Agreement  
with Consultants for  
Program/Construction  
Management Services,  
Measure E Projects  
[03-238]  
(continued)  
Action

- a) authorize entering into an Agreement with Kitchell to provide program/construction management services and labor compliance administration for the District's Capital Projects Program; and
- b) authorize the Interim Chancellor or Vice Chancellor-Finance and Administration to sign the Agreement on behalf of the District.

The motion carried by the following vote:

Ayes - 6  
Noes - 1 (Mr. Forhan)  
Absent - 0

#### Board Reports

Norma Lara, Reedley College Student Trustee reported on the following:

- October activities included alcohol awareness, homecoming, and guest lecturer Susan Powter.
- A Veterans Day Memorial Service is planned for November 10.
- The Reedley College versus Fresno City College football game is scheduled for November 15 at Reedley High School. Activities include a tailgate party and a tug-o-war between the two Associated Student Governments.
- Work has begun on donations for the annual Christmas food drive.

Doug Crutchfield, Fresno City College Student Trustee reported on:

- The "Battle of the Pump" football game with Reedley College is on November 15 at 7:00 p.m. in Reedley.
- A "Kiss the Cow" fundraiser will be held at the Producer's Dairy Bowl game on November 22. Proceeds will benefit the annual gift basket charity at the college.
- Enrollment fee increase.
- Student representation fee.

Ms. Smith stated that she recently spoke to the Lakin Institute participants regarding Board/CEO relationships, and attended the CCCT Education Committee meeting. She has also put out the word that the District should host more conferences and videoconferences similar to the Lakin Institute to let people know what the Valley has to offer.

#### Old Business

Ms. Smith encouraged the campuses and student governments to get involved with Community College Month.

- Future Board Items Ms. Smith suggested a Board Retreat to review the roles and duties of the Board.
- Closed Session Ms. Smith stated that the Board, in closed session, will be discussing:
- CONFERENCE WITH LABOR NEGOTIATOR [SCFT Full-Time and Part-Time Faculty Bargaining Units, and CSEA Bargaining Unit], Randy Rowe, Pursuant to Government Code Section 54957.6
- PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/ RELEASE, Pursuant to Government Code Section 54957
- PUBLIC EMPLOYMENT, Pursuant to Government Code Section 54957, Dean of Instruction, Reedley College
- PUBLIC EMPLOYMENT, Pursuant to Government Code Section 54957, Chancellor Search Process
- Ms. Smith declared a recess at 6:06 p.m.
- Open Session The Board moved into open session at 7:23 p.m.
- Report of Closed Session Ms. Smith reported that the Board, in closed session gave direction to its chief labor negotiator regarding full-time faculty and CSEA negotiations, and gave direction regarding the Chancellor search process.
- Consideration to Appoint Dean of Instruction, Reedley College [03-239] Action A motion was made by Mr. Patterson and seconded by Mr. Smith that the Board of Trustees appoint Kimberly Perry as Dean of Instruction at Reedley College effective November 5, 2003, with a monthly salary of \$9,353.00. The motion carried unanimously.
- Adjournment The meeting was adjourned at 7:25 p.m. by the unanimous consent of the Board.

---

Patrick E. Patterson  
Secretary, Board of Trustees  
State Center Community College District

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: December 9, 2003

---

SUBJECT: Election of Officers and Adoption of  
Board Calendar

ITEM NO. 03-240

---

EXHIBIT: None

---

Background:

At its meeting on November 4, 2003, the Board established the December 9, 2003, meeting as the time for the Annual Organizational Meeting required by the Education Code. The following officers and representatives are to be elected to serve for the next year:

**President**

**Vice President**

**Secretary**

**Board Representative, County Committee on School District Organization**

Represents the District, as a voting member, at a meeting called once each year by the County Superintendent of Schools. (Representative was Adolfo Corona.)

**Legislative Representative**

Works with a Countywide Trustee Network, established at the request of the Fresno County School Trustees Association, for the purpose of more effective cooperation with the legislature on behalf of public school needs. (Current representative is Trustee Thonesen.)

**Fresno Area Self-Insured Benefits Organization (FASBO, also known as ED CARE)**

Meets on the third Tuesday of each month at the Selma Unified School District Office. Meetings are at 2:00 p.m. Board members review the Administrator's reports, Broker's reports, financial status, authorize expenditures, establish policy, and hear appeals. (Current representative is Trustee Forhan.)



**Two trustees to serve on the SCCC Foundation Board**

Attends quarterly meetings, an annual meeting, and a few special events. (Current representatives are Adolfo Corona and Trustee William Smith.)

The Board should also adopt a calendar of meetings for the next year. The administration is recommending that the July meeting be scheduled for June 29 to finalize fiscal year business before June 30. The balance of the meetings would be scheduled for the first Tuesday of each month, with the exception of January. The calendar of regular meetings, to begin at 4:30 p.m., would then be as follows:

- |                   |   |   |
|-------------------|---|---|
| January 13, 2004  | - | Regular Meeting   |
| February 3, 2004  | - | Regular Meeting   |
| March 2, 2004     | - | Regular Meeting   |
| April 6, 2004     | - | Regular Meeting @ RC                                    |
| May 4, 2004       | - | Regular Meeting   |
| June 1, 2004      | - | Regular Meeting @ Oakhurst?                             |
| June 29, 2004     | - | Regular Meeting (July meeting)                          |
| July 13, 2004     | - | Chancellor's Evaluation                                 |
| August 3, 2004    | - | Regular Meeting @ Clovis?                               |
| September 7, 2004 | - | Public Hearing, Budget Adoption, and<br>Regular Meeting |
| October 5, 2004   | - | Regular Meeting @ Madera                                |
| November 2, 2004  | - | Regular Meeting   |
| December 7, 2004  | - | Organizational Meeting<br>and Regular Meeting           |

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: December 9, 2003

---

SUBJECT: Employment, Certificated Personnel

ITEM NO. 03-241

---

EXHIBIT: Certificated Personnel Recommendations

---

Recommendation:

It is recommended that the Board of Trustees approve the certificated personnel recommendation, Item A, as presented.

CERTIFICATED PERSONNEL RECOMMENDATIONS

A. Recommendation to employ the following person:

<u>Name</u>	<u>Campus</u>	<u>Range &amp; Step</u>	<u>Salary</u>	<u>Position</u>
Atwal, Kabeljit	FCC	III, 1	\$47,896	Instructor/Coordinator

(Current adjunct faculty)

(Categorically funded contract, January 5, 2004 – June 30, 2004)

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: December 9, 2003

---

SUBJECT: Employment, Promotion, Change of Status,  
Transfer, and Resignation, Classified Personnel

ITEM NO. 03-242

---

EXHIBIT: Classified Personnel Recommendations

---

Recommendation:

It is recommended that the Board of Trustees approve classified personnel recommendations, Items A through H, as presented.

CLASSIFIED PERSONNEL RECOMMENDATIONS

A. Recommendation to employ the following persons as probationary:

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Range/Step/Salary</u>	<u>Date</u>
Duarte, Mirna	FCC	Department Secretary Position No. 2148	44-A \$2346.33	11/10/03
Fowler, Amber	RC	Financial Aid Asst. I Position No. 3111	57-A \$3224.75	11/17/03
Walke, Bonnie	MC	Office Assistant III Position No. 4022	48-B \$2721.08	11/24/03

B. Recommendation to employ the following persons as provisional – filling vacant position of: permanent full-time or permanent part-time pending recruitment/selection; or replacing regular employee on leave:

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Hourly Rate</u>	<u>Date</u>
Klinder, Marcia	FCC	Piano Accompanist	\$15.32/hr.	8/1/03
Calvillo, Nicholas	FCC	Registration Assistant	\$10.30/hr.	11/4/03
Tate, Jeanette	DO	Accounting Clerk III	\$14.94/hr.	11/4/03

C. Recommendation to employ the following persons as exempt (Ed Code 88076):

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Hourly Rate</u>	<u>Date</u>
Hoyas, Robert	FCC	Training Inst. Trainer III	\$39.11/hr.	10/27/03
Rabina, Jerry	FCC	Training Inst. Trainer IV	\$44.69/hr.	10/29/03
Wilson, Todd	FCC	Training Inst. Trainer I	\$27.94/hr.	10/31/03

D. Recommendation to re-employ the following persons as limited term (Ed Code 88105):

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Hourly Rate</u>	<u>Date</u>
Cenci, Melissa	FCC	Registration Asst.	\$10.30/hr.	10/29/03 thru 12/24/03
Fernandez, Peter	FCC	Registration Asst.	\$10.30/hr.	10/29/03 thru 12/24/03
McNabb, Bobbie	FCC	Registration Asst.	\$10.30/hr.	10/29/03 thru 12/24/03
Morgan, Judith	FCC	Registration Asst.	\$10.30/hr.	10/29/03 thru 12/24/03
Badella-Bird, Geni	FCC	Educational Advisor	\$18.60/hr.	11/17/03 thru 1/16/04
Burns, Candice	FCC	Educational Advisor	\$18.60/hr.	11/17/03 thru 1/16/04
Carlson, Lisa	FCC	Educational Advisor	\$18.60/hr.	11/17/03 thru 1/16/04
Carr, William	FCC	Educational Advisor	\$18.60/hr.	11/17/03 thru 1/16/04
Duarte, Adrienne	FCC	Educational Advisor	\$18.60/hr.	11/17/03 thru 1/16/04
Heinz, Tasha	FCC	Educational Advisor	\$18.60/hr.	11/17/03 thru 1/16/04
Kammeraad, Curt	FCC	Educational Advisor	\$18.60/hr.	11/17/03 thru 1/16/04

D. Recommendation to re-employ the following persons as limited term (Ed Code 88105)  
(continued):

Name	Location	Classification	Hourly Rate	Date
Kostin, Yuri	FCC	Educational Advisor	\$18.60/hr.	11/17/03 thru 1/16/04
Lee, Nicole	FCC	Educational Advisor	\$18.60/hr.	11/17/03 thru 1/16/04
Reposo, Mario	FCC	Educational Advisor	\$18.60/hr.	11/17/03 thru 1/16/04
Rosa, Roy	FCC	Educational Advisor	\$18.60/hr.	11/17/03 thru 1/16/04
Thomas, Melissa	FCC	Educational Advisor	\$18.60/hr.	11/17/03 thru 1/16/04
Walker, Oscar	FCC	Educational Advisor	\$18.60/hr.	11/17/03 thru 1/16/04

E. Recommendation to approve the promotion of the following regular employees:

Name	Location	Classification	Range/Step	Date
Ervine, Kathleen	FCC	Instructional Aide- CDL Position No. 2350 to Instructional Tech - CDL Position No. 2417	32-D \$2025.67 to 50-A \$2721.08	11/3/03
Granado, Fernando	FCC	Financial Aid Asst. I Position No. 2483 to Financial Aid Asst. II Position No. 4023	57-B \$3386.75 to 60-B \$3641.33	11/3/03

F. Recommendation to approve the change of status of the following regular employees:

Name	Location	Classification	Range/Step	Date
Mendoza, Janell	MC	Madera Center Coor. Position No. 4001 to Madera Center Coor. Position No. 4001	69-E \$5509.44 to 69-E + 15% \$6335.83	10/1/03 thru 1/2/04
(Additional compensation for "working out of class")				
Buck, Christy	DO	Accounting Clerk III Position No. 1019 to Buyer Position No. 1014	48-D \$2998.75 to 61-A \$3554.25	11/3/03
(Regular employee filling in as a provisional pending recruitment and selection)				
Hesse, Cheryl	RC	Curriculum Asst. Position No. 3042	57-E \$4313.00	11/3/03
(Return from health leave of absence)				
McKibben, Shannon	RC	Curriculum Asst. Position No. 3042 to Administrative Asst. Position No. 3012	57-E \$4019.33 to 55-E \$3833.00	11/3/03
(Returned to regular assignment)				
Taylor, Gail	RC	Curriculum Asst. Position No. 3042 to Administrative Aide Position No. 3106	57-D \$3732.75 to 53-E \$3554.25	11/3/03
(Returned to regular assignment)				
Boyd-Standifer, Rebecca	FCC	Program Dev. Asst. Position No. 2455	60-B \$3641.33	11/19/03
(Return to full-time status)				

G. Recommendation to approve the transfer of the following regular employee:

Name	Location	Classification	Range/Step	Date
Ashcroft, Gail	FCC	Office Asst. II Position No. 2144 to Office Asst. II Position No. 2014	41-C \$2405.83 to 41-C \$2405.83	11/3/03
Sharpton, Verna	FCC	Office Assistant II Position No. 2014 to Office Assistant II Position No. 2146	41-B \$2290.17 to 41-B \$2290.17	11/3/03



H. Recommendation to approve the resignation of the following probationary employee:

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Range/Step</u>	<u>Date</u>
Sanchez, Monica	FCC	Office Asst. I Position No. 2146	\$2025.67	10/31/03

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: December 9, 2003

---

SUBJECT: Consideration to Approve Additional  
Registration Assistant Positions,  
Fresno City College

ITEM NO. 03-243

---

EXHIBIT: None

---

Background:

Fresno City College needs four additional Registration Assistant positions to assist the Assessment Technician at area high schools performing clerical tasks and assisting students by providing routine information during peak registration periods. This facilitates the registration of high school students who are registered on site at each high school. The effective dates and hours for these positions are as follows:

**REGISTRATION ASSISTANT - POSITION #1**

January 5, 2004 through January 30, 2004 = 112 hours  
February 2, 2004 through February 25, 2004 = 80 hours  
March 2, 2004 through March 3, 2004 = 8 hours

**REGISTRATION ASSISTANT - POSITION #2**

January 5, 2004 through January 30, 2004 = 112 hours  
February 2, 2004 through February 25, 2004 = 80 hours  
March 2, 2004 through March 3, 2004 = 8 hours

**REGISTRATION ASSISTANT - POSITION #3**

January 5, 2004 through January 30, 2004 = 112 hours  
February 2, 2004 through February 25, 2004 = 80 hours  
March 2, 2004 through March 3, 2004 = 8 hours

**REGISTRATION ASSISTANT - POSITION #4**

January 5, 2004 through January 30, 2004 = 112 hours  
February 2, 2004 through February 25, 2004 = 80 hours  
March 2, 2004 through March 25, 2004 = 40 hours  
April 1, 2004 through April 29, 2004 = 64 hours  
May 6, 2004 through May 27, 2004 = 32 hours  
June 3, 2004 through June 24, 2004 = 32 hours

**Fiscal Impact:**

The cost of the limited term positions is included in the Fresno City College Student Services budget.

**Recommendation:**

It is recommended that the Board of Trustees approve the limited term positions for the specific dates and hours that are listed above.

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: November 4, 2003

---

SUBJECT: Consideration to Approve Two Limited Term  
Sign Language Interpreter IV Positions at  
Fresno City College, Spring 2004

ITEM NO. 03-244

---

EXHIBIT: None

---

Background:

The Disabled Students, Program and Services at Fresno City College is requesting two limited term Sign Language Interpreter IV positions for the Spring 2004 semester. These positions are needed to support the deaf instructors who teach American Sign Language. There is one full time deaf instructor and three part-time deaf instructors. These instructors require interpreting services for the orientation sessions, flex day and in-service training days in addition to interpreting in the ASL 1 classes. This is a temporary measure pending the outcome of negotiations with CSEA where the District hopes to negotiate language for a new category of employee called flexible hour employee. If negotiations are successful, these positions will become permanent but will have flexible hours.

Fiscal Impact:

This will be funded from the DSP&S categorical budget.

Recommendation:

It is recommended that the Board of Trustees approve the addition of two limited term Sign Language Interpreter IV positions at Fresno City College for the Spring 2004 semester.

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: December 9, 2003

---

SUBJECT: Consideration to Approve New Classification  
Specification, Sign Language Interpreter V

ITEM NO. 03-245

---

EXHIBIT: None

---

Background:

According to AR 4210.2 and Education Code section 88009, the Governing Board shall fix and prescribe the duties to be performed by all persons in the classified service. Following the Governing Board approval of the duties, the Director of Classified Personnel will develop the minimum qualification requirements. The minimum qualifications will then be forwarded to the Personnel Commission for their approval according to Education Code section 88095.

After the Personnel Commission approval of the minimum qualifications, Human Resources will meet with representatives of CSEA to negotiate the appropriate salary range.

***Sign Language Interpreter V:***

A new Sign Language Interpreter V classification is needed to support the deaf instructors who teach American Sign Language. Currently the highest level is a Sign Language Interpreter IV. The new classification will require a higher level of interpreting skill than is available in the existing classifications, specifically completion of Interpreter Training Program with a Level of IV or V.

Examples of Duties: attends and translates in American Sign Language classes, college orientations for full-time and adjunct instructors, staff development activities, department meetings, and other institutional committee meetings, has the ability to accurately translate American Sign Language into spoken English and spoken English into American Sign Language.

Fiscal Impact:

This will be funded from the DSP&S categorical budget.

Recommendation:

It is recommended that the Board of Trustees approve the new classification examples of duties for a Sign Language Interpreter V.

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: December 9, 2003

---

SUBJECT: Consideration to Approve the Hiring of Limited Term Bookstore Sales Clerk I Positions, Spring 2004

ITEM NO. 03-246

---

EXHIBIT: None

---

Background:

In order for the colleges to provide timely, efficient services to students at the various bookstores, the District needs 80 additional limited term Bookstore Sales Clerk I positions to assist with the heavy volume of increased work in the bookstores at the beginning of the semester. The work hours and days will be based on student need and budget allocation. In October, the Board of Trustees approved the Bookstore Seasonal Assistant, a new classification; however, it has not been approved through the Personnel Commission and negotiated with the CSEA bargaining unit.

Fiscal Impact:

The cost of the limited term positions is included in the Bookstore budget.

Recommendation:

It is recommended that the Board of Trustees approve 80 limited term Bookstore Sales Clerk I positions for the Spring 2004 semester.

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: December 9, 2003

---

SUBJECT: Consideration to Approve Curriculum  
Proposals, Spring 2004 through Fall 2005,  
Fresno City College and Reedley College

ITEM NO. 03-247

---

EXHIBIT: Curriculum Proposals

---

Background:

The new courses, course revisions, new programs, and program revisions being presented by the colleges have been reviewed by each of the applicable curriculum committees as a part of the curriculum process. They have also been reviewed and approved for presentation to the Board by the District Educational Coordinating and Planning Committee.

Fresno City College has submitted the following:

3	New Programs	19	Special Studies Courses
12	Revised Programs	4	New Distance Learning Courses
1	Deleted Program	1	New Articulation Agreement
39	New Courses	1	Renewed Articulation Agreement
49	Revised Courses	24	Discontinued Articulation Agreements
4	Deleted Courses		

Reedley College has submitted the following:

2	New Programs	15	Revised Courses
11	Revised Programs	14	Deleted Courses
2	Deleted Programs	13	New Distance Learning Courses
18	New Courses	4	New Articulation Agreements

Recommendation:

It is recommended that the Board of Trustees approve the Fresno City College and Reedley College curriculum proposals as attached.

# ***Fresno City College***

Office of Instruction

## **PROPOSED REVISED COURSE**

Effective Summer 2003

Approved and Recommended by the Curriculum Committee

***To ECPC November 12, 2003***

### **CREDIT, DEGREE APPLICABLE, TRANSFERABLE**

**Honors Phi Theta Kappa Colloquium. Colloquium theme: *Leadership Training.***

### **CREDIT, DEGREE APPLICABLE, NONTRANSFERABLE**

None.

### **CREDIT, NONDEGREE APPLICABLE**

None.

### **NONCREDIT**

None.



# *Fresno City College*

Office of Instruction

## PROPOSED NEW PROGRAMS

Effective Spring 2004

Approved and Recommended by the Curriculum Committee

*To ECPC November 12, 2003*

1. **BUSINESS ADMINISTRATION, BUSINESS LAW**  
*Certificate of Completion*  
**Courses added, existing**  
Business Administration 18, Business and the Legal Environment  
Business Administration 20, Law and the Legal System  
Business Administration/Management 10, Introduction to Business  
Business Administration/Management 31, Human Resources Management
  
2. **BUSINESS ADMINISTRATION, HUMAN RESOURCE MANAGEMENT ASSISTANT**  
*Certificate of Completion*  
**Courses added, existing**  
Business Administration/Management 31, Human Resources Management  
Business Administration/Management 33, Human Relations in Business  
Business and Technology 1, Beginning Typing  
Business and Technology 9, Computer Applications  
Business and Technology 25, Microsoft Office  
Information Systems 25, Microsoft Office

# *Fresno City College*

Office of Instruction

## PROPOSED REVISED PROGRAMS

Effective Spring 2004

Approved and Recommended by the Curriculum Committee

*To ECPC November 12, 2003*

1. **APPRENTICESHIP AUTOMOTIVE MECHANICS**

*Certificate of Achievement*

**Courses added, existing**

Automotive Technology 19, Occupational Work Experience

Automotive Technology 52, Automotive Electrical Systems

Automotive Technology 53, Engine Performance

Automotive Technology 54, Suspension, Steering, and Wheel Alignment

Automotive Technology 55, Power Trains: Transmissions/Transaxles

Automotive Technology 56, Automotive Braking Systems

Automotive Technology 57, Automotive Heating, Ventilation, Air Conditioning, & Advanced Electronics

Welding 1, Exploring Welding/Metals

**Courses deleted (from the program ONLY)**

Automotive Technology 282A, Suspension and Wheel Alignment

Automotive Technology 282B, Automotive Braking systems

Automotive Technology 283A, Engine Performance and Diagnosis

Automotive Technology 283B, Electrical Systems

Automotive Technology 284, Automotive Air Conditioning

2. **APPRENTICESHIP MACHINE SHOP**

*Certificate of Completion*

**Courses added, existing**

Computer Aided Manufacturing 10, CNC Mill Programming & Operation I

Computer Aided Manufacturing 20, CNC Mill Programming & Operation II

Computer Aided Manufacturing 30, CNC Mill Programming & Operation III

Computer Aided Manufacturing 40, CNC Lathe Programming & Operation

Manufacturing Technology 37A, Machine Shop-Turning

Manufacturing Technology 37B, Machine Shop Milling-CNC

**Course deleted (from the program ONLY)**

Applied Technology 21, Occupational Safety & Health

3. **APPRENTICESHIP PARTSCLERK**

*Certificate of Completion*

**Courses added, existing**

Accounting 4A, Financial Accounting

Business Administration 40, Supervision and Leadership Skills

**Course deleted (from program ONLY)**

Business Administration 16, Business and Technical Report Writing

4. **BUSINESS AND TECHNOLOGY, MEDICAL BILLING ASSISTANT**  
*Certificate of Completion*  
**Courses added, existing**  
Business and Technology 116, Spelling and Vocabulary Building
  
5. **BUSINESS MANAGEMENT**  
*Associate in Science Degree and Certificate of Achievement*  
**Courses added, existing**  
Business Administration 20, Law and the Legal System  
Business Administration 28, E-Law and Ethics  
Business Administration 35, Business Financial Management  
Marketing 10, Principles of Marketing  
Marketing 11, Salesmanship  
Marketing 12, Advertising and Promotion  
Marketing 14, Retailing
  
6. **HUMAN SERVICES, SOCIAL WORK OPTION**  
*Associate in Science Degree and Certificate of Achievement*  
Add introductory statement to program catalog page.  
**Courses revised** (*See Proposed Revised Courses summary for details*)  
Human Services 19A, Occupational Work Experience Education  
Human Services 30, Group and Community Social Services

# *Fresno City College*

Office of Instruction

## PROPOSED NEW COURSES

Effective Spring 2004

Approved and Recommended by the Curriculum Committee

*To ECPC November 12, 2003*

### **CREDIT, DEGREE APPLICABLE, TRANSFERABLE**

**Criminology 9, Crime Scene Forensic Evidence, 3 units, 3 lecture hours. Prerequisite: CRIM 8 or equivalent. Advisory: Eligibility for English 125 and 126 or English 153 or ESL 67 and 68 recommended.** Proper methods utilized in locating, identifying, handling, and analyzing physical evidence found at the scene of a crime.

### **CREDIT, DEGREE APPLICABLE, NONTRANSFERABLE**

None.

### **CREDIT, NONDEGREE APPLICABLE**

- 1. Developmental Services 264, Transition to College for Students with Disabilities, 1 unit, 1 lecture hour, (Credit/No Credit), (Repeats = 1). Prerequisite: Student must have a diagnosed verifiable disability.**  
Assist students with disabilities in preparing for initial semester in a community college. Navigation of State Center Community College District campuses, resources, academic policies, procedures and services. Course content will cover issues related to accommodations and resources available to students with disabilities to enable them to be successful in a college setting, including disability evaluation and assessment, alternative media, course selection, and scheduling. *Common with RC's DEVSER 264.*
- 2. Electrical Systems Technology 269A, Fundamentals of Network Security-Firewalls, 3 units, 3 lecture hours, 1 lab hour, (Repeats = 1). Prerequisite: EST 64 or equivalent.**  
Security policy design and management; security technologies, products, and solutions; firewall and secure router design, installation, configuration, and maintenance.
- 3. Electrical Systems Technology 269B, Fundamentals of Wireless LANS, 3 units, 3 lecture hours, 1 lab hour, (Repeats = 1). Prerequisite: EST 62.**  
The design, planning, implementation, operation, and troubleshooting of Wireless LANs.
- 4. English as a Second Language 270, Pronunciation Improvement and Accent Reduction, 3 units, 3 lecture hours, (Credit/No Credit), (Repeats = 1). Advisory: Eligibility for ESL 265W, ESL 265R recommended.**  
For ESL students at the intermediate to advanced levels to improve oral communication (listening/speaking) skills including phonetic accuracy and fluency. Improving oral communication skills results in greater speaker confidence and intelligibility.

5. **Registered Nursing 201, NCLEX-RN Review, 2 units, 2 lecture hours, (Credit/No Credit), (Repeats = 2). Corequisite: RN 7 or RN 11.** Review and preparation for National Council Licensure Exam for Registered Nursing (NCLEX-RN). Includes test format, content review, and test-taking strategies.

**NONCREDIT**

None.

# *Fresno City College*

Office of Instruction

## PROPOSED REVISED COURSES

Effective Spring 2004

Approved and Recommended by the Curriculum Committee

*To ECPC November 12, 2003*

### **CREDIT, DEGREE APPLICABLE, TRANSFERABLE**

1. **Engineering 8, Statics, 3 units, 2 lecture hours, 2 lab hours.** Revised course hours to *3 lecture hours, 0 lab hours*. Revised course description and updated texts. *Common with RC's ENGR 8.*
2. **Human Services 19A, Occupational Work Experience Education, 1-4 units, 1 lecture hour, (Repeats = 3).** Revised course prerequisite and corequisite to read: *Prerequisite: HS 20. Corequisite: Must be enrolled in a minimum of 7 units, including occupational work experience class, have a job directly related to the work experience class and either be majoring in the field or be enrolled in a course directly related to the job. HS 24.*
3. **Human Services 30, Group and Community Social Services, 3 units, 3 lecture hours.** Revised course corequisite to read: *Corequisite: HS 20.*

### **CREDIT, DEGREE APPLICABLE, NONTRANSFERABLE**

None.

### **CREDIT, NONDEGREE APPLICABLE**

**Administration of Justice 275, Advanced Officer Academy, .5-1 units, 25.5-42 lecture hours, (1 week), (Credit/No Credit), (Repeats = 3).** Revised course repeatability to *unlimited repeats*.

### **NONCREDIT**

None.

# *Fresno City College*

Office of Instruction

## **PROPOSED DELETED COURSES**

Effective Spring 2004

Approved and Recommended by the Curriculum Committee

*To ECPC November 12, 2003*

### **CREDIT, DEGREE APPLICABLE, TRANSFERABLE**

None.

### **CREDIT, DEGREE APPLICABLE, NON-TRANSFERABLE**

None.

### **CREDIT, NONDEGREE APPLICABLE**

1. **Math 265, Introduction to Math Problem Solving, 2 units, 3 lecture hours.**  
Course is no longer taught.
2. **Math 270, Fundamental Mathematics, 3 units, 3 lecture hours.**  
Course is no longer taught.

### **NONCREDIT**

None.

# *Fresno City College*

Office of Instruction

## PROPOSED NEW PROGRAM/OPTION

Effective Fall 2004

Approved and Recommended by the Curriculum Committee

*To ECPC November 12, 2003*

### **CRIMINOLOGY, FORENSIC EVIDENCE OPTION**

*Associate in Science Degree and Certificate of Achievement*

**Course added, new** *(See Proposed New Courses summary for details)*

Criminology 9, Crime Scene Forensic Evidence

**Courses added, existing**

Anthropology 1, Physical Anthropology

Biology 1, Principles of Biology

Biology 8A, Biotechnology

Chemistry 3A, Introduction to General Chemistry

Computer Aided Drafting and Design 14, Introduction to Computer Aided Drafting

Criminology 1, Introduction to Criminology

Criminology 3, Legal Aspects of Evidence

Criminology 8, Criminal Investigation

Criminology 12, Police Report Writing

Criminology 12A, Criminal Justice Report Writing

Criminology 18, Criminal Personalities

Fire Technology 13, Arson and Fire Investigation Technology

Information System 12, Computer Literacy

Photography 5, Introduction to Photography

Psychology 2, General Psychology

Psychology 16, Abnormal Psychology



# Fresno City College

Office of Instruction

## PROPOSED REVISED PROGRAMS

Effective Fall 2004

Approved and Recommended by the Curriculum Committee

*To ECPC November 12, 2003*

1. **ANTHROPOLOGY-ARCHAEOLOGY, ARCHAEOLOGICAL TECHNICIAN**  
*Certificate of Achievement*  
Changed sequence of courses.
  
2. **ART: TWO- OR THREE-DIMENSIONAL ART**  
*Associate in Arts Degree and Certificate of Achievement*  
**Courses added, new** (*See Proposed New Courses summary for details*)  
Art 12B, Intermediate Crafts: Living Traditions  
Art 22B, Textile Design: Basic Textile Structures  
Art 28, Advanced Figure Drawing and Anatomy  
Art 32B, Intermediate Jewelry & Metalsmithing  
**Courses added, existing**  
Art 24A, Intaglio Printmaking  
Art 24B, Lithograph Printmaking  
Art 24C, Relief Printmaking  
Art 24D, Screenprinting  
Art 39B, Introduction to Graphic Design  
**Courses revised** (*See Proposed Revised Courses summary for details*)  
Art 5, Art History 1  
Art 6, Art History 2  
Art 7, Beginning Drawing  
Art 8, Beginning Life Drawing and Anatomy  
Art 11, Beginning Sculpture  
Art 12, Crafts Design  
Art 14, Beginning Printmaking  
Art 17, Intermediate Drawing  
Art 18, Intermediate Life Drawing and Anatomy  
Art 21, Intermediate Sculpture  
Art 22, Textile Design: Hand Papermaking  
Art 27, Advanced Drawing  
Art 32, Jewelry & Metalsmithing  
Art 40B, Advanced Graphic Design  
Art 55, Introduction to Asian Art  
Art 65, Introduction to Pacific Art  
**Courses deleted** (*from the program ONLY*)  
Art 45, Artreach  
Art 49, Gallery Practices  
**Courses deleted** (*from the curriculum*) (*See Proposed Deleted Courses summary for details*)  
Art 24, Intermediate Printmaking  
Art 34, Advanced Printmaking

3. **HUMAN SERVICES, ALCOHOLISM AND DRUG ABUSE COUNSELING OPTION**  
*Associate in Science Degree and Certificate of Achievement*  
**Course added, existing**  
 Humans Services 24, Fundamentals of Interviewing and Counseling
4. **LIBRARY TECHNOLOGY**  
*Associate in Science and Certificate of Achievement*  
**Course added, new** (*See Proposed New Courses summary for details*)  
 Library Technology 60, Library Technology Capstone  
**Courses deleted** (*from the program ONLY*)  
 Applied Technology 10, Technical Computer Applications  
 Education 30, Survey of Education  
 English 1B, Introduction to the Study of Literature  
 English 14, Folklore  
 English 45, Contemporary World Literature  
 English 125, Writing Skills for College  
 Information Systems 23, Web Page Development I  
 Information Systems 24, Web Page Development II  
 Information Systems 41, World Wide Web Research  
 Library Skills 1, Information Competency/Research Skills
5. **MUSIC**  
*Associate in Arts Degree*  
**Courses added, new** (*See Proposed New Courses summary for details*)  
 Music 10B, Intermediate/Advanced Jazz Improvisation  
 Music 57, Solo-Repertoire Studies I  
 Music 58, Solo Repertoire Studies II  
 Music 59, Advanced Small Ensembles  
 Music 60, Symphonic Choir  
 Music 61, A Cappella Choir  
 Music 63, Chamber Singers  
 Music 64, Vocal Ensemble  
 Music 66, Opera Performance Practices  
 Music 67, Musical Theater Performance Practices  
 Music 68, Symphonic Band  
 Music 69, Wind Band  
 Music 70, Studio Jazz Ensemble  
 Music 71, Lab Jazz Ensemble  
 Music 72, Jazz Composer's Orchestra  
 Music 73A, Intermediate/Advanced Chamber Ensemble Music (Brass)  
 Music 73B, Intermediate/Advanced Chamber Ensemble Music (Woodwinds)  
 Music 73C, Intermediate/Advanced Chamber Ensemble Music (Strings)  
 Music 73D, Intermediate/Advanced Chamber Ensemble Music (Percussion)  
 Music 74A, Intermediate/Advanced Brass Performance Practices  
 Music 74B, Intermediate/Advanced Woodwind Performance Practices  
 Music 74C, Intermediate/Advanced String Performance Practices  
 Music 74D, Intermediate/Advanced Percussion Performance Practices  
 Music 75, Community Orchestra  
 Music 76, College Philharmonic Orchestra  
 Music 77, Studio Jazz Combo  
 Music 78, Lab Jazz Combo  
 Music 112, Introduction to Finale  
**Course revised** (*See Proposed Revised Courses summary for details*)  
 Music 10, Jazz Improvisation Workshop

6. **MUSIC, COMMERCIAL MUSIC**

*Associate in Science Degree and Certificate of Achievement*

**Course added, new** (*See Proposed New Courses summary for details*)

Music 112, Introduction to Finale

**Courses deleted** (*from the program ONLY*)

Music 10, Jazz Improvisation Workshop

Music 16, Jazz History and Appreciation

Music 35, City Singers (Chamber Singers)

Music 41, Jazz Ensemble

# *Fresno City College*

Office of Instruction

## PROPOSED DELETED PROGRAM

Effective Fall 2004

Approved and Recommended by the Curriculum Committee

*To ECPC November 12, 2003*

### **BILINGUAL/BICULTURAL ENGLISH-SPANISH NONTRANSFER**

*Associate in Science Degree*

Program no longer in effect. Department is working on curriculum for a new Associate in Arts degree.

# Fresno City College

Office of Instruction

## PROPOSED NEW COURSES

Effective Fall 2004

Approved and Recommended by the Curriculum Committee

To ECPC November 12, 2003

### CREDIT, DEGREE APPLICABLE, TRANSFERABLE

- 1. Art 12B, Intermediate Crafts: Living Traditions, 3 units, 2 lecture hours, 4 lab hours, (Repeats = 3). Prerequisite: Art 12A.**  
Further exploration of the materials, tools, and processes of a variety of craft media in light of their contemporary viability as well as their historical and cultural traditions.
- 2. Art 22B, Textile Design: Basic Textile Structures, 3 units, 2 lecture hours, 4 lab hours, (Repeats = 3). Advisory: Eligibility for English 125 and 126 or English 153 or ESL 67 and 68 recommended. Completion of or concurrent enrollment in Art 3 and/or Art 4 recommended.**  
Introduction to basic textile structures to include: hand-spinning, feltmaking, warp, and weft face weaving and various basketry techniques. Development of personal visual ideas through the use and combination of these fiber materials and processes.
- 3. Art 28, Advanced Figure Drawing and Anatomy, 3 units, 2 lecture hours, 4 lab hours, (Repeats = 1). Prerequisite: Art 18, or demonstration of comparable skill level to be determined by testing and/or portfolio of past figure drawing and anatomy work.**  
Advanced study, theory, and practice of drawing the human figure from models.
- 4. Art 32B, Intermediate Jewelry and Metalsmithing, 3 units, 2 lecture hours, 4 lab hours, (Repeats = 3). Prerequisite: Art 32A.**  
Intermediate work in a wide-range of methods, techniques and materials used to create small metal objects and jewelry. The formation and construction of functional and nonfunctional objects will continue to be explored.
- 5. Computer Science 40J, Programming Concepts and Methodology in JAVA, 4 units, 3 lecture hours, 2 lab hours. Prerequisite: Math 103 or equivalent. Corequisite: Math 4A or equivalent. Advisory: Eligibility for English 125 and 126 or English 153 or ESL 67 and 68 recommended.**  
Introduction to problem solving, algorithm development, procedural and data abstraction using the high level computer programming language JAVA; program design, coding, debugging, testing, and documentation. *In lieu of RC's CSCI 5.*
- 6. Library Technology 60, Library Technology Capstone, 1 unit, 2 lecture hours, (9 weeks). Prerequisite: Library Technology 51, 52, 54, 55, 56, and 57 or minimum of 15 units in Library Technology Program.**  
Students will use prior knowledge, experiences, and linkages with earlier courses in a group- and project-based course. Students will focus their studies on a fictional library setting to address issues or projects pertinent to the library. Practical use of technology will be emphasized along with research, problem-solving, and supervisory skills.

7. **Music 10B, Intermediate/Advanced Jazz Improvisation, 2 units, 1 lecture hour, 3 lab hours, (Repeats = 3). Prerequisite: Music 10A or equivalent as determined by audition. Advisory: Ability to read music, and to play an instrument at the intermediate/advanced level is recommended. Prior jazz improvisation experience recommended.**  
Study of intermediate and advanced concepts of jazz improvisation: altered scales, chordal extensions, alterations, and substitutions, and more complex jazz compositions.
8. **Music 57, Solo Repertoire Studies I, 1 unit, 3 lab hours, (Repeats = 3). Prerequisite: Four semesters of Music 22, 26, or 29. Advisory: Advanced vocal or instrumental performance skills recommended.**  
Study of vocal and instrumental solo music of the Baroque and Classical periods.
9. **Music 58, Solo Repertoire Studies II, 1 unit, 3 lab hours, (Repeats = 3). Prerequisite: Four semesters of Music 22, 26, or 29. Advisory: Advanced vocal or instrumental performance skills recommended.**  
Study of vocal and instrumental solo music of the Romantic, Impressionist, and Modern periods.
10. **Music 59, Advanced Small Ensembles, 1 unit, 3 lab hours, (Repeats = 3). Prerequisite: Four semesters of Music 49. Advisory: Advanced vocal or instrumental performance skills recommended.**  
A continuation of the study of vocal and instrumental chamber music, with emphasis on small ensembles.
11. **Music 60, Symphonic Choir, 2-3 units, 1-2 lecture hours, 3-4 lab hours, (Repeats = 3). Advisory: Ability to perform advanced high school choral music or the equivalent performance skills (as determined by audition) recommended.**  
Study and performance of choral music, with emphasis on major choral works of the nineteenth and twentieth centuries. Participation in concerts and festivals required.
12. **Music 61, A Cappella Choir, 2-3 units, 1-2 lecture hours, 3-4 lab hours, (Repeats = 3). Advisory: Ability to perform advanced high school choral music or the equivalent performance skills (as determined by audition during the first week) recommended.**  
Study and performance of choral music, with emphasis on a cappella choral works of the sixteenth through nineteenth centuries. Participation in concerts and festivals required.
13. **Music 63, Chamber Singers, 3 units, 2 lecture hours, 4 lab hours, (Repeats = 3). Corequisite: Music 61. Advisory: Ability to perform advanced high school choral music or the equivalent performance skills (as determined by audition during first week) recommended.**  
Study and performance of vocal music, with emphasis on Renaissance and Classical chamber works. Participation in concerts and festivals required.
14. **Music 64, Vocal Ensemble, 3 units, 2 lecture hours, 4 lab hours, (Repeats = 3). Corequisite: Music 60. Advisory: Ability to perform advanced high school choral music or the equivalent performance skills (as determined by audition during first week) recommended.**  
Study and performance of a wide variety of vocal music, including chamber, jazz, pop, and non-Western works. Participation in concerts and festivals required.
15. **Music 66, Opera Performance Practices, 2 units, 1 lecture hour, 3 lab hours, (Repeats = 3). Advisory: Intermediate/advanced vocal performance skills recommended.**  
The study, rehearsal, and performance of a major operatic work. Participation in public performances is required.

16. **Music 67, Musical Theater Performance Practices, 2 units, 1 lecture hour, 3 lab hours, (Repeats = 3). Advisory: Intermediate/advanced vocal performance skills recommended.**  
The study, rehearsal, and performance of a musical theater production or review, or of an operetta. Participation in public performances is required.
17. **Music 68, Symphonic Band, 2-3 units, 1-2 lecture hours, 3-4 lab hours, (Repeats = 3). Advisory: Intermediate/advanced level skill on a band instrument recommended.**  
Concepts of intonation, balance, blend, basic articulation and public performance. Rehearsal and performance of symphonic band literature with emphasis on 19<sup>th</sup> and 20<sup>th</sup> works. *In lieu of RC's MUS 40.*
18. **Music 69, Wind Band, 2-3 units, 1-2 lecture hours, 3-4 lab hours, (Repeats = 3). Advisory: Intermediate/advanced level skill on a band instrument recommended.**  
Classical literature including compositions and composers from the 17<sup>th</sup> and 18<sup>th</sup> century will be performed and studied. Concepts of technique, sales, harmony, expressive playing will be studied. Extensive sight reading and extensive public performance will be a significant part of the curriculum. *In lieu of RC's MUS 40.*
19. **Music 70, Studio Jazz Ensemble, 2 units, 1 lecture hour, 4 lab hours, (Repeats = 3). Advisory: Advanced high school jazz ensemble or band experience, or equivalent performance skills recommended.**  
Study and performance of contemporary jazz ensemble literature. Participation in concerts and festivals required.
20. **Music 71, Lab Jazz Ensemble, 2 units, 1 lecture hour, 4 lab hours, (Repeats = 3). Advisory: Advanced high school jazz ensemble or band experience, or equivalent performance skills recommended.**  
Study and performance of jazz ensemble literature, with emphasis on new music by emerging jazz composers. Participation in concerts and festivals required.
21. **Music 72, Jazz Composer's Orchestra, 2 units, 1 lecture hour, 4 lab hours, (Repeats = 3). Advisory: Advanced high school jazz ensemble or band experience, or equivalent performance skills recommended.**  
Study and performance of modern jazz ensemble literature, with emphasis on original compositions by members of the ensemble. Participation in concerts and festivals required.
22. **Music 73A, Intermediate/Advanced Chamber Ensemble (Brass), 2 units, 1 lecture hour, 3 lab hours, (Repeats = 3). Advisory: Intermediate/advanced skill on a brass instrument recommended.**  
Application of brass techniques through the rehearsal and interpretation of brass chamber ensemble music. Emphasis placed on music of the Baroque, Classical, and Romantic eras. Ensemble performance required.
23. **Music 73B, Intermediate/Advanced Chamber Ensemble (Woodwinds), 2 units, 1 lecture hour, 3 lab hours, (Repeats = 3). Advisory: Intermediate/advanced skill on a woodwind instrument recommended.**  
Application of woodwind techniques through the rehearsal and interpretation of woodwind chamber ensemble music. Emphasis placed on music of the Baroque, Classical, and Romantic eras. Ensemble performance required.

24. **Music 73C, Intermediate/Advanced Chamber Ensemble (Strings), 2 units, 1 lecture hour, 3 lab hours, (Repeats = 3). Advisory: Intermediate/advanced skill on a string instrument recommended.** Application of string techniques through the rehearsal and interpretation of string chamber ensemble music. Emphasis placed on music of the Baroque, Classical, and Romantic eras. Ensemble performance required.
25. **Music 73D, Intermediate/Advanced Chamber Ensemble (Percussion), 2 units, 1 lecture hour, 3 lab hours, (Repeats = 3). Advisory: Intermediate/advanced skill on percussion recommended.** Application of percussion techniques through the rehearsal and interpretation of percussion ensemble music. Emphasis placed on music of the Baroque, Classical, and Romantic eras. Ensemble performance required.
26. **Music 74A, Intermediate/Advanced Brass Performance Practices, 2 units, 1 lecture hour, 3 lab hours, (Repeats = 3). Advisory: Intermediate/advanced skill on a brass instrument recommended.** Interpretation and technique of brass ensemble music through performance practice. Emphasis on Impressionist and 20<sup>th</sup> Century eras. Ensemble performance is required.
27. **Music 74B, Intermediate/Advanced Woodwind Performance Practices, 2 units, 1 lecture hour, 3 lab hours, (Repeats = 3). Advisory: Intermediate/advanced skill on a woodwind instrument recommended.** Interpretation and technique of woodwind ensemble music through performance practice. Emphasis on Impressionist and 20<sup>th</sup> Century eras. Ensemble performance is required.
28. **Music 74C, Intermediate/Advanced String Performance Practices, 2 units, 1 lecture hour, 3 lab hours, (Repeats = 3). Advisory: Intermediate/advanced skill on a string instrument recommended.** Interpretation and technique of string ensemble music through performance practice. Emphasis on Impressionist and 20<sup>th</sup> Century eras. Ensemble performance is required.
29. **Music 74D, Intermediate/Advanced Percussion Performance Practices, 2 units, 1 lecture hour, 3 lab hours, (Repeats = 3). Advisory: Intermediate/advanced skill on percussion recommended.** Interpretation and technique of percussion ensemble music through performance practice. Emphasis on Impressionist and 20<sup>th</sup> Century eras. Ensemble performance is required.
30. **Music 75, Community Orchestra, 2 units, 1 lecture hour, 3 lab hours, (Repeats = 3). Advisory: Ability to perform advanced high school band or orchestra music or the equivalent performance skills (as determined by audition during the first two weeks) recommended.** Study and performance of orchestral music, with emphasis concerti featuring student and community soloists. Community musicians are encouraged to participate. Participation in all public performances is required.
31. **Music 76, College Philharmonic Orchestra, 2 units, 1 lecture hour, 3 lab hours, (Repeats = 3). Advisory: Ability to perform advanced high school band or orchestra music or the equivalent performance skills (as determined by audition during the first two weeks) recommended.** Study and performance of orchestral music, with emphasis on major works of the eighteenth and nineteenth centuries. Participation in all public performances is required.
32. **Music 77, Studio Jazz Combo, 2 units, 1 lecture hour, 3 lab hours, (Repeats = 3). Advisory: Ability to perform on an instrument or voice at college level. Music 10A or 10B recommended.** Study and performance of mainstream jazz literature for the small ensemble. Participation in concerts and festivals required.



33. **Music 78, Lab Jazz Combo, 2 units, 1 lecture hour, 3 lab hours, (Repeats = 3). Advisory: Ability to perform on an instrument or voice at college level. Music 10A or 10B recommended.**  
Study and performance of contemporary jazz literature for the small ensemble, with emphasis on original compositions. Participation in concerts and festivals required.

**CREDIT, DEGREE APPLICABLE, NONTRANSFERABLE**

**Music 112, Introduction to Finale, 2 units, 1 lecture hour, 3 lab hours. Advisory: Ability to read music and basic computer skills recommended.**  
Use of the Finale music notation software program for the creation of musical scores and parts.

**CREDIT, NONDEGREE APPLICABLE**

None.

**NONCREDIT**

None.

# Fresno City College

Office of Instruction

## PROPOSED REVISED COURSES

Effective Fall 2004

Approved and Recommended by the Curriculum Committee

*To ECPC November 12, 2003*

### CREDIT, DEGREE APPLICABLE, TRANSFERABLE

1. **Anthropology 5, Analytical Methods in Archaeology, 4 units, 3 lecture hours, 3 lab hours.** Revised course corequisite to read: *Corequisite: None.*
2. **Art 2, Art Appreciation, 3 units, 3 lecture hours.** Revised course description. Updated texts and content. *Common with RC's Art 2.*
3. **Art 5, Art History 1, 3 units, 3 lecture hours.** Revised course description. Updated texts, expected outcomes/objectives, assignments, assessment, and methods. *Common with RC's ART 5.*
4. **Art 5H, Honors Art History 1, 3 units, 3 lecture hours.** Revised course description. Updated texts, expected outcomes/objectives, assignments, assessment, and methods.
5. **Art 6, Art History 2, 3 units, 3 lecture hours.** Revised course description. Updated texts, expected outcomes/objectives, assignments, assessment, and methods. *Common with RC's ART 6.*
6. **Art 6H, Honors Art History 2, 3 units, 3 lecture hours.** Revised course description. Updated texts, expected outcomes/objectives, assignments, assessment, and methods. *Common with RC's ART 6H.*
7. **Art 7, Beginning Drawing, 3 units, 2 lecture hours, 4 lab hours.** Revised course description and updated texts. *Common with RC's ART 7.*
8. **Art 8, Beginning Life Drawing and Anatomy, 3 units, 2 lecture hours, 4 lab hours.** Revised course title to *Beginning Figure Drawing and Anatomy.* Updated texts and content.
9. **Art 11, Beginning Sculpture, 3 units, 2 lecture hours, 4 lab hours.** Revised course advisory to read: *Advisory: Eligibility for English 125 and 126 or English 153 or ESL 67 and 68, and Math 101 recommended.* Revised course description. Updated texts and content.
10. **Art 12, Crafts Design, 3 units, 2 lecture hours, 4 lab hours, (Repeats = 3).** Revised course number to *12A* and title to *Beginning Crafts: Living Traditions.* Revised advisory to read: *Advisory: Eligibility for English 125 and 126 or English 153 or ESL 67 and 68 recommended. Completion of or concurrent enrollment in Art 3 and/or Art 4 recommended.* Revised course repeatability to *Repeats = 0* and description. Updated texts and content.
11. **Art 14, Beginning Printmaking, 3 units, 2 lecture hours, 4 lab hours, (Repeats = 1).** Revised course repeatability to *Repeats = 0.*

12. **Art 17, Intermediate Drawing, 3 units, 2 lecture hours, 4 lab hours.** Updated texts and content. *Common with RC's ART 17.*
13. **Art 18, Intermediate Life Drawing and Anatomy, 3 units 2 lecture hours, 4 lab hours.** Revised course title to *Intermediate Figure Drawing and Anatomy* and description. Updated texts and content.
14. **Art 21, Intermediate Sculpture, 3 units, 2 lecture hours, 4 lab hours, (Repeats = 3).** Revised course description. Updated texts and content.
15. **Art 22, Textile Design: Hand Papermaking, 3 units, 2 lecture hours, 4 lab hours, (Repeats = 3).** Revised course number to *22A* and advisory to read: *Advisory: Eligibility for English 125 and 126 or English 153 or ESL 67 and 68 recommended. Completion of or concurrent enrollment in Art 3 and/or Art 4 recommended.* Updated texts and content.
16. **Art 27, Advanced Drawing, 3 units, 2 lecture hours, 4 lab hours, (Repeats = 2).** Revised course repeatability to *Repeats = 0.* Updated texts.
17. **Art 32, Jewelry and Metalsmithing, 3 units, 2 lecture hours, 4 lab hours, (Repeats = 3).** Revised course number to *32A* and title to *Beginning Jewelry and Metalsmithing.* Revised advisory to read: *Advisory: Eligibility for Math 101, and English 125 and 126 or English 153 or ESL 67 and 68 recommended. Completion of or concurrent enrollment in Art 3 and/or Art 4 recommended.* Revised course repeatability to *Repeats = 0.* Updated texts and content.
18. **Art 40B, Advanced Graphic Design, 1.5 units, 2 lecture hours, 4 lab hours, (9 weeks), (Repeats = 2).** Revised course prerequisite to read: *Art 39B or GRC 39A.*
19. **Art 55, Introduction to Asian Art, 3 units, 3 lecture hours.** Updated entry-level skills.
20. **Art 65, Introduction to Pacific Art, 3 units, 3 lecture hours.** Updated entry-level skills.
21. **Child Development 3, Creative Experiences for Young Children, 3 units, 3 lecture hours, 1 lab hour.** Updated course content and expected outcomes/objectives.
22. **Child Development 6, Infant-Child Health and Safety, 2 units, 2 lecture hours.** Revised course description. Updated content and expected outcomes/objectives. *Common with RC's CHDEV 6.*
23. **Child Development 7, Infant/Toddler Development and Care, 3 units, 2 lecture hours, 3 lab hours.** Revised course title to *Infant Development–Birth to Age Three* and course description. Updated content and expected outcomes/objectives. *Common with RC's CHDEV 7.*
24. **Child Development 7A, Infant/Toddler Development and Caregiving, 3 units, 3 lecture hours.** Revised course title to *Advanced Infant Development and Early Intervention–Birth to Age Three.* Revised course description. Updated content, entry-level skills, and expected outcomes/objectives.
25. **Child Development 15, Diversity Issues in Early Care and Education Programs, 3 units, 3 lecture hours.** Updated course content and expected outcomes/objectives.
26. **Child Development 30, Child, Family and Community, 3 units, 3 lecture hours.** Revised course description. Updated content and expected outcomes/objectives. *Common with RC's CHDEV 30.*
27. **Child Development 37A, Early Childhood Programs and Practices, 3 units, 2 lecture hours, 3 lab hours.** Updated course content and expected outcomes/objectives. *Common with RC's CHDEV 37A.*

28. **Child Development 37B, Early Childhood Programs and Practices, 3 units, 2 lecture hours, 6 lab hours.** Updated course content and expected outcomes/objectives. *Common with RC's CHDEV 37B.*
29. **Child Development 38, Lifespan Development, 3 units, 3 lecture hours, 1 lab hour, (See also Psychology 38).** Revised course description. Updated content, and expected outcomes/objectives. *Common with RC's CHDEV/PSY 38.*
30. **Child Development 39, Child Development, 3 units, 3 lecture hours, 1 lab hour, (See also Psychology 39).** Updated course content, texts, and expected outcomes/objectives. *Common with RC's CHDEV 39.*
31. **Child Development 48, Children with Challenging Behaviors, 3 units, 3 lecture hours.** Updated course content and expected outcomes/objectives.
32. **Computer Science 26, Discrete Mathematics for Computer Science, 3 units, 3 lecture hours.** Revised course prerequisite to read: *Prerequisite: CSCI 40 or 40J, and Math 5A.* *Common with RC's CSCI 26.*
33. **Dance 21, Dance Workshop, 2-4 units, 1 lecture hour, 3-9 lab hours, (Repeats = 3).** Revised course title to *Dance Workshop Performance.*
34. **Dance 22, Dance Theatre, 2-4 units, 1 lecture hour, 3-9 lab hours, (Repeats = 3).** Revised course title to *Dance Theatre Performance.*
35. **Library Technology 52, Library Technical Services, 3 units, 3 lecture hours.** Revised course advisory to read: *Advisory: Library Technology 51, Library Technology 55, and Information Systems 15 recommended.*
36. **Linguistics 11, Introduction to Language: Topics of Liberal Studies Majors, 3 units, 3 lecture hours.** Revised course title to *Introduction to Language for Educators.* Revised description. Updated texts and content. *Common with RC's LING 11.*
37. **Mathematics 10A, Structure and Concepts in Mathematics, 3 units, 3 lecture hours.** Revised course prerequisite to read: *Prerequisite: MATH 103 or equivalent.* *Common with RC's MATH 10A.*
38. **Mathematics 10B, Structure and Concepts in Mathematics II, 3 units, 3 lecture hours.** Revised course prerequisite to read: *Prerequisite: Math 10A and Math 102, or equivalent.* *Common with RC's MATH 10B.*
39. **Music 10, Jazz Improvisation Workshop, 1-2 units, 1 lecture hour, 1-3 lab hours, (Repeats = 3).** Revised course number to *10A* and title to *Beginning Jazz Improvisation.* Revised units and hours to *2 units, 1 lecture hour, 3 lab hours* and course advisory to read: *Advisory: Ability to play an instrument at the intermediate/advanced level is recommended. Ability to read music recommended.* Revised description, texts, and content.
40. **Occupational Work Experience 19, Occupational Work Experience Education, 1-4 units, 1 lecture hour, (Repeats = 3).** Revised course title to *Work Experience (Cooperative), Occupational.* Revised course corequisite to read: *Fall and Spring Semesters: Must be enrolled in a minimum of 7 units, including work experience. Summer Session: Must be enrolled in at least one other course. Supervised employment directly related to the student's major. Offered under specific majors.* Revised course description. *In lieu of RC's COTR 19Vs.*

41. **Psychology 38, Lifespan Development, 3 units, 3 lecture hours, 1 lab hour, (See also Child Development 38).** Revised course description. Updated content and expected outcomes/objectives. *Common with RC's CHDEV/PSY 38.*
42. **Psychology 39, Child Development, 3 units, 3 lecture hours, 1 lab hour, (See also Child Development 39).** Updated course content, texts, and expected outcomes/objectives. *Common with RC's CHDEV 39.*
43. **Work Experience 19, General Work Experience Education, 1-3 units, 1 lecture hour, 2 lab hours, (Repeats = 1).** Revised course title to *Work Experience (Cooperative), General* and repeatability to *Repeats = 3*. Revised course corequisite to read: *Fall and Spring Semesters: Must be enrolled in a minimum of 7 units, including work experience. Summer Session: Must be enrolled in at least one other course. Supervised employment not directly related to the student's major.* Revised course description. *In lieu of RC's COTR 19G.*

**CREDIT, DEGREE APPLICABLE, NONTRANSFERABLE**

None.

**CREDIT, NONDEGREE APPLICABLE**

**Art 251, Open Art Studio, 1 unit, 3 lab hours, (Repeats = 3).** Revised course corequisite to read: *Corequisite: Student must be concurrently enrolled in a studio art class (ceramics, crafts, drawing, printmaking, painting, sculpture, textiles, jewelry).* Revised description and updated content.

**NONCREDIT**

None.

# *Fresno City College*

Office of Instruction

## **PROPOSED DELETED COURSES**

Effective Fall 2004

Approved and Recommended by the Curriculum Committee

*To ECPC November 12, 2003*

### **CREDIT, DEGREE APPLICABLE, TRANSFERABLE**

1. **Art 24, Intermediate Printmaking, 3 units, 2 lecture hours, 4 lab hours.**  
Replaced by Art 24A, 24B, 24C, 24D, which had already gone through curriculum/approval two or three years ago.
2. **Art 34, Advanced Printmaking, 3 units, 2 lecture hours, 4 lab hours.**  
No longer in effect.

### **CREDIT, DEGREE APPLICABLE, NON-TRANSFERABLE**

None.

### **CREDIT, NONDEGREE APPLICABLE**

None.

### **NONCREDIT**

None.

# Fresno City College

Office of Instruction

## SPECIAL STUDIES 177, 277 TOPICS

Effective Spring 2003, Summer 2003, Fall 2003, Spring 2004

Approved and Recommended by the Curriculum Committee

To ECPC November 12, 2003

### CREDIT, DEGREE APPLICABLE, NONTRANSFERABLE

#### Special Studies 177

1. Applied Technology Division

*Effective Summer 2003*

**Manufacturing Seminar, 1 unit, 10 lecture hours, 2 weeks. Prerequisite: Accepted as an intern with the Careers in Manufacturing Technology Internship Program, San Joaquin Valley Water Cluster.** An overview of specific topics as related to the San Joaquin Valley Water Technology Cluster: workplace safety, manufacturing flow process, basic shop math, teamwork and diversity, basic employment skills, and use of measuring tools.

2. Health Sciences Division

*Effective Fall 2003*

- a. **Competitive Waterpolo, 2 units, 10 lab hours.** Designed primarily for people possessing the desire, ability, and skills necessary to compete on the intercollegiate level. Prospective participants should confer with the head coach of each sport before enrollment. A minimum of 10 hours participation per week during the season of the sport normally is required.
- b. **Perioperative Nursing Clinical, 1 unit, 3 lab hours, credit/no credit. Prerequisite: Registered nurse or enrolled in a registered nursing program. Corequisite: RN 50 or equivalent.** Presents a clinical experience in perioperative nursing. Designed to apply the concepts of perioperative nursing, using the nursing process in a clinical setting.

### CREDIT, NONDEGREE APPLICABLE

#### Special Studies 277

1. Applied Technology Division

a. *Offered Spring 2003*

- 1) **Advanced Officer Training–FPD 1, 0.2 units, total hours: 5 lecture and 5.4 lab, credit/no credit, open entry/open exit, contract class. Prerequisite: AJ 270 or sworn peace officer.** Satisfies the requirements of the California Commission on Peace Officer Standards and Training (POST) bi-yearly training mandate.

- 2) **Advanced Officer Training–FSD 1, 1 unit, total hours: 10 lecture and 32 lab, credit/no credit, open entry/open exit, contract class. Prerequisite: AJ 270 or sworn full-time peace officer.** Satisfies the requirements of the California Commission on Peace Officer Standards and Training (POST) bi-yearly training mandate. Training in firearms, weaponless defense, and vehicle stops.
- 3) **Electrical Fundamentals, 0.5 units, 2.5 lecture hours, 1.5 lab hours, 7 weeks, credit/no credit.** Electrical theory in principle, which will allow troubleshooting AC motor circuits, design and apply relay ladder logic, and write and install motor circuits.
- 4) **Homemade Explosive Devices, 0.5 units, 8.4 lecture hours, 8.4 lab hours, 1 week, credit/no credit. Prerequisite: Open to all law enforcement agencies including police, sheriff, probation and AJ 270.** Designed to give basic understanding of common materials used and construction of homemade explosive devices.
- 5) **Industrial Motor Controls, 0.5 units, 2.5 lecture hours, 1.5 lab hours, 7 weeks, credit/no credit.** Advanced electrical theory involving timer controls, industrial sensors, DC drives, and AC variable frequency inverters.

b. *Offered Summer 2003*

- 1) **Citizens on Patrol, 0.5 units, 4 lecture hours, 2.4 lab hours, 5 weeks, credit/no credit, contract class. Prerequisite: Volunteer with a local law enforcement agency.** Introduction/orientation to the mission, policies, and procedures of the Fresno Police Department. Prepares students for service as a department volunteer.
- 2) **Fluid Power Fundamentals, 0.5 units, 2.5 lecture hours, 1.5 lab hours, 7 weeks, credit/no credit.** The fundamentals of Industrial Fluid Power both Hydraulics and Pneumatics. It will emphasize basic theory, component sizing, construction and function, how to read fluid power circuit diagrams and troubleshooting techniques.
- 3) **Mobile Digital Terminal, 0.5 units, total hours: 20 lecture and 13.6 lab, credit/no credit, open entry/open exit, contract class. Prerequisite: Sworn peace officer.** Introduces field personnel (police officers/community service officers/field technicians) to the use of the Mobile Digital Terminal as used by the Fresno Police Department.

c. *Effective Fall 2003*

- 1) **Fire Training Symposium 2003, 0.5 units, up to a maximum 40 lecture and/or lab hours, 1 week, credit/no credit, open entry/open exit, contract class. Prerequisite: Permission of the instructor.** The symposium provides fire training officers from all over California with a program that focuses on train-the-trainer programs covering a wide variety of relevant topics. This program is constructed, designed, and taught by firefighters who are skilled trainers.
- 2) **Fresno City Firefighter EMS Continuing Ed, Module B, 0.2 units, total hours: 10 lecture and 20 lab, credit/no credit, open entry/open exit, contract class. Prerequisite: Permission of the instructor.** The course will provide all Fresno City firefighters with refresher and re-certification on a wide variety of emergency medical related subjects. Training sessions will be taught by qualified instructors, professional firefighters, and emergency medical technicians.
- 3) **Fresno City Firefighters Continuing Ed, Module B, 0.2 units, total hours: 10 lecture and 20 lab, credit/no credit, open entry/open exit, contract class. Prerequisite: Permission of the instructor.** The course will provide all Fresno Fire Department firefighters with refresher and re-certification on a wide variety of relevant topics. The training sessions are developed and taught by paid professional firefighters.
- 4) **Leadership Training for Fire Company Officers, 0.2 units, 6 lecture hours, credit/no credit, contract class. Prerequisite: Permission of the instructor.** This course discusses the leadership qualities needed to be an effective front line supervisor in the fire service. Students will learn the importance of setting expectations, delegation, coaching, and team building.
- 5) **Pursuit Intervention Technique, 0.1 units, total hours: 5.2 lecture and 5.2 lab, credit/no credit, open entry/open exit, contract class. Prerequisite: Sworn peace officer.** Introduces field personnel to the use of the Pursuit Intervention Technique.



- 6) **Sanger FD EMS Continuing Education, Module B, 0.5 units, total hours: 6 lecture and 34 lab, credit/no credit, open entry/open exit, contract class. Prerequisite: Permission of the instructor.** The course is designed to maintain the current level of certification and provide classes to current Emergency Medical Technicians and First Responders. This program is developed and taught by firefighters who are skilled trainers.
- 7) **Sanger FD Firefighter Continuing Education, Module B, 0.5 units, total hours: 6 lecture and 34 lab, credit/no credit, open entry/open exit, contract class. Prerequisite: Permission of the instructor.** This course is designed to maintain a high level of basic skills for firefighting operations. The training will be provided by in house specialists in specific areas.

2. Business Division

*Effective Spring 2004*

**Governmental Accounting, 3 units, 3 lecture hours. Prerequisite: ACCTG 4A or BT 131.** An examination of the accounting processes used within municipal, county, state, and federal governments. Includes budgetary control, types of funds, and interpretation of reports.

# *Fresno City College*

Office of Instruction

2+2+2 ARTICULATION AGREEMENTS  
Approved and Recommended by the Curriculum Committee

*To ECPC November 12, 2003*

1. **NEW AGREEMENTS**

Social Science Division

*Effective Fall 2003*

Fresno ROP: Buchanan, Central East, Clovis East, Laton, Pioneer, Duncan Poly, and Sierra  
Criminal Investigation // Criminology 8, Criminal Investigations

2. **RENEWALS**

Applied Technology Division

*Agreement No. T-46F*

Sierra High

Auto Collision // Automotive Collision Repair Technology 51A, Auto Collision

3. **DISCONTINUANCES**

a. Applied Technology Division

*Agreement No. T-69F*

Sanger High

Welding // Welding 1, Welding Practices

b. Humanities Division

1) *Agreement No. HU-03F*

Central High

English 12/12H // English A, Preparation for College Reading and Writing

2) *Agreement No. HU-04F*

Sanger High

English 12/British Lit // English A, Preparation for College Reading and Writing

3) *Agreement No. HU-05F*

Roosevelt High

English IV(P) // English A, Preparation for College Reading and Writing

4) *Agreement No. HU-17F*

Caruthers High

English IV(P) and English IV(CP) // English A, Preparation for College Reading and Writing

- 5) *Agreement No. HU-18F*  
Sanger High  
British Literature(P) // English A, Preparation for College Reading and Writing
- 6) *Agreement No. HU-19F*  
Dinuba High  
English 12(AP) // English A, Preparation for College Reading and Writing
- 7) *Agreement No. HU-20F*  
Dinuba High  
AP English // English A, Preparation for College Reading and Writing
- 8) *Agreement No. HU-21F*  
Tranquility High  
English IV // English A, Preparation for College Reading and Writing
- 9) *Agreement No. HU-23F*  
Clovis West High  
American Lit // English A, Preparation for College Reading and Writing
- 10) *Agreement No. HU-24F*  
Clovis West High  
AP English Composition // English A, Preparation for College Reading and Writing
- 11) *Agreement No. HU-25F*  
Clovis West High  
Bible Literature // English A, Preparation for College Reading and Writing
- 12) *Agreement No. HU-26F*  
Clovis West High  
British Literature // English A, Preparation for College Reading and Writing
- 13) *Agreement No. HU-27F*  
Clovis West High  
Contemporary Issues // English A, Preparation for College Reading and Writing
- 14) *Agreement No. HU-28F*  
Clovis West High  
World Literature Lab // English A, Preparation for College Reading and Writing
- 15) *Agreement No. HU-29F*  
Clovis West High  
World Literature II // English A, Preparation for College Reading and Writing
- 16) *Agreement No. HU-31F*  
Bullard High  
French 1/Level 1 // French 1, Beginning French
- 17) *Agreement No. HU-32F*  
Bullard High  
French 2/Level 2 // French 2, High-Beginning French
- 18) *Agreement No. HU-33F*  
Bullard High  
Spanish 1/Level 1 // Spanish 1, Beginning Spanish
- 19) *Agreement No. HU-34F*  
Bullard High  
Spanish 2/Level 2 // Spanish 2, High-Beginning Spanish
- 20) *Agreement No. HU-35F*  
Bullard High  
Spanish 3/Level 3 // Spanish 3, Intermediate Spanish
- 21) *Agreement No. HU-36F*  
Bullard High  
Spanish 4/Level 4 // Spanish 4, High-Intermediate Spanish
- 22) *Agreement No. HU-37F*  
Bullard High  
Spanish 5/Level 5 // Spanish 5, The Short Story: Mexico, Spain, and the U.S.

23) *Agreement No. HU-38F*

Bullard High

Spanish 6/Level 6 // Spanish 6, The Short Story: Latin America

# *Fresno City College*

Office of Instruction

## PROPOSED DISTANCE LEARNING

Effective Summer 2004 and Fall 2004

Approved and Recommended by the Curriculum Committee

*To ECPC November 12, 2003*

### **Online Courses**

1. *Effective Summer 2004*

- a. Child Development 30, Child, Family and Community, 3 units, 3 lecture hours.
- b. Child Development 39, Child Development, 3 units, 3 lecture hours.
- c. Psychology 39, Child Development, 3 units, 3 lecture hours.

2. *Effective Fall 2004*

Library Technology 60, Library Technology Capstone, 1 unit, 2 lecture hours, 9 weeks.

# *Fresno City College*

Office of Instruction

## **FIVE-YEAR CURRICULUM REVIEW**

Approved and Recommended by the Curriculum Committee

*To ECPC November 12, 2003*

**ART**



## **Proposed Course Modifications Effective Fall 2003**

Approved and recommended by the Curriculum Committee

---

To ECPC November 12, 2003

### **DEGREE APPLICABLE**

**Business 39 Finite Mathematics 3 units, 3 lecture hours per week**

Remove from common course list with MATH 21/DS 21

**Mathematics 21 Finite Mathematics 3 units, 3 lecture hours per week**

Removed transfer statement from catalog description. (Common with FCC's MATH 21/DS 21, not common with RC's BA 39)



**Proposed New Courses  
Effective Spring 2004**

Approved and recommended by the Curriculum Committee

---

To ECPC November 12, 2003

**NON-DEGREE APPLICABLE**

**Developmental Services 264 Transition to College for Students with Disabilities 1 unit, 1 lecture hour per week, CR/NC option, 1 repeat.** The course is designed to assist students with disabilities in preparing for their initial semester in a community college. The student will learn to navigate the State Center Community College District campuses, utilize resources and become familiar with academic policies, procedures and services. Course content will cover issues related to accommodations and resources available to students with disabilities to enable them to be successful in a college setting, including disability evaluation and assessment, alternative media, course selection and scheduling. *(Common with FCC's DEVSER 264)*





## Proposed Course Modifications Effective Fall 2004

Approved and recommended by the Curriculum Committee

---

To ECPC November 12, 2003

### DEGREE APPLICABLE

**Business Administration 39 Finite Mathematics 3 units, 3 lecture hours per week.**

Title changed to *Finite Mathematics for Business (removed from common/in-lieu course list with MATH 21 and DS 21)*

**Computer Science 26 Discrete Mathematics for Computer Science 3 units, 3 lecture hours per week. Subject Prerequisites: CSCI 41.** Modified units, hours, catalog description, objectives, course outline, grading, outcomes. *Computer Science 26 Discrete Mathematics for Computer Science 4 units, 3 lecture and 2 lab hours per week, CR/NC option, 0 repeats. Subject Prerequisites: CSCI 40.*

This course studies elements of discrete mathematics which have applications to computer science. Topics include sets, propositional and predicate logic, relations and functions, mathematical induction, graph, trees, Boolean algebra. *(Common with FCC's CSCI 26)*

**Decision Science 117 Business Mathematics 3 units, 3 lecture hours per week, CR/NC option, 0 repeats. Basic Skills Advisories: Eligibility for ENGL 125 and ENGL 126. Subject Prerequisites: MATH 256 or equivalent.** Modified readings, outcomes and grading. *(Common with FCC's DS 117)*

**Marketing 10 Principles of Marketing 3 units, 3 lecture hours per week, CR/NC option, 0 repeats. Basic Skills Advisories: Eligibility for ENGL 125 and ENGL 126.** Modified title to *Marketing*; Basic Skills Advisories to: *Eligibility for ENGL 125, ENGL 126, and MATH 101.* Revised catalog description, course outline, grading, objectives and outcomes.

Marketing is an introduction to the role of marketing in business, the various philosophies that guide marketing management and the importance of the role of the consumer in marketing process. This course evaluates the principles of marketing, the importance of research and role of technology in marketing both nationally and internationally. Ethical and cultural issues will be discussed, as will issues relating to marketing for nonprofit organizations. Using the skills learned in this course, students will research and write a marketing plan for a local business or nonprofit organization. *(Common with FCC's MKTG 10)*

**Marketing 14 Retailing 3 units, 3 lecture hours per week, CR/NC option, 0 repeats. Basic Skills Advisories: Eligibility for ENGL 125 and ENGL 126.** Modified Basic Skills Advisories to: *Eligibility for ENGL 125, ENGL 126, and MATH 101.* Revised catalog description, course outline, objectives, grading, and outcomes.

This course is an introduction to the world of retail management, where students explore the world of retailing, compare its various formats and study the retail customer. Students will evaluate retail locations, organizational structure, human resource management and information systems as they apply to retailing. They will peek behind the scenes of merchandise and store management, and explore career opportunities in retailing. *(Common with FCC's MKTG 14)*

**Music 3 Music Fundamentals 3 units, 3 lecture hours per week, CR/NC option, 0 repeats. Basic Skills Advisories: Eligibility for ENGL 126 and MATH 101.** Modified objectives, course outline, grading, outcomes. *(Common with FCC's MUS 3)*

**Music 12 Music Appreciation 3 units, 3 lecture hours, CR/NC option, 0 repeats. Basic Skills Advisories: Eligibility for ENGL 125 and ENGL 126.** Modified subject advisories, objectives, course outline, grading, outcomes. *(Common with FCC's MUS 12)*

**Music 20 Beginning Piano: Level I 2 units, 1 lecture and 3 lab hours per week, CR/NC option, 0 repeats. Basic Skills Advisories: Eligibility for ENGL 126 and MATH 101.** Modified objectives, course outline, grading, outcomes. *(Common with FCC's MUS 20)*



## Proposed Course Modifications (continued) Effective Fall 2004

Approved and recommended by the Curriculum Committee

---

To ECPC November 12, 2003

**Music 21 Beginning Piano: Level II 2 units, 1 lecture and 3 lab hours per week, CR/NC option, 0 repeats. Basic Skills Advisories: Eligibility for ENGL 126 and MATH 101. Subject Advisories: MUS 20. Modified objectives, course outline, and outcomes. (Common with FCC's MUS 21)**

**Music 22 Intermediate/Advanced Piano 1 unit, 1 lecture and 1 lab hour per week; 2 units, 1 lecture and 3 lab hours per week, CR/NC option, 3 repeats. Basic Skills Advisories: Eligibility for ENGL 126 and MATH 101. Subject Advisories: MUS 21 or equivalent skills. Modified objectives, course outline, grading, and outcomes. (Common with FCC's MUS 22)**

**Music 27 Beginning Guitar: Level I 2 units, 1 lecture and 3 lab hours per week, CR/NC option, 3 repeats. Basic Skills Advisories: Eligibility for ENGL 126 and MATH 101. Modified catalog description, objectives, course outline, grading, and outcomes. (Common with FCC's MUS 27)**

**Linguistics 11 Introduction to Language 3 units, 3 lecture hours per week, CR/NC option, 0 repeats. Subject Prerequisite: English 1A  
Title change (Common with FCC's LING 11)**

### NON-DEGREE APPLICABLE

**English 260 Basic Reading 4 units, 3 lecture and 2 lab hours per week, CR/NC only, 1 repeat. Modified catalog description, objectives, course outline and outcomes.  
A general introduction to reading. Vocabulary skill development. Reading process, strategies and developing comprehension. Determining main ideas and supporting details. Encourages positive attitude toward reading. Preparation for ENGL 262. Placement by college assessment process. (Common with FCC's ENGL 260)**



## **Proposed Course Deletions Effective Fall 2004**

Approved and recommended by the Curriculum Committee

---

To ECPC November 12, 2003

- Child Development 33 Creative Activities for Children**
- Child Development 265A Topics in Child Development: Curriculum**
- Child Development 265B Topics in Child Development: Family and Community**
- Child Development 265C Topics in Child Development: Administration**
- Mechanized Agriculture 1 Diesel Engines**
- Mechanized Agriculture 2 Machine Electrical Systems**
- Mechanized Agriculture 4 Diesel Engine Fuel and Tune-up**
- Mechanized Agriculture 5 Service Fundamentals**
- Mechanized Agriculture 7 Design and Fabrication**
- Mechanized Agriculture 8 Power Equipment Air Conditioning**
- Mechanized Agriculture 9 Machine Hydraulics**
- Mechanized Agriculture 11 Machine Specific Instruction**
- Mechanized Agriculture 12 Transmissions & Torque Converters**
- Mechanized Agriculture 13 Machine Undercarriage**



## Proposed New Courses Effective Fall 2004

Approved and recommended by the Curriculum Committee

---

To ECPC November 12, 2003

### DEGREE APPLICABLE

**Child Development 33A Early Childhood Curriculum: Emphasis on Art, Drama, Music and Movement**  
3 units, 3 lecture hours per week, CR/NC option, 0 repeats. Basic Skills Advisories: Eligibility for ENGL 125 and ENGL 126.

This course will offer an intense study of Early Childhood curriculum mainly related to right brain learning. Curriculum areas such as art, dramatic play, puppets, sensory exploration, music, movement, oral language, and children's literature will be covered. *(Unique course)*

**Child Development 33B Early Childhood Curriculum: Emphasis on Math, Science and Literacy** 3 units,  
3 lecture hours per week, CR/NC option, 0 repeats. Basic Skills Advisories: Eligibility for ENGL 125 and ENGL 126.

This course will offer an intense study of Early Childhood curriculum mainly related to left brain learning. Curriculum areas such as math, science, and blockology will be studied. Integration of left brain learning with right brain learning will be explored. *(Unique course)*

**Child Development 160 Topics in Child Development** 1 unit, 1 lecture per week, CR/NC option, 0 repeats.  
This course examines new topics and trends in Child Development in the areas of curriculum, family, community, and/or administration. Each topic meets various state and federal requirements for Child Development programs. *(Unique course)*

**Mechanized Agriculture 20 Equipment Technician** 11 units, 8 lecture and 9 lab hours per week, 0 repeats.  
Basic Skills Advisories: Eligibility for ENGL 125, ENGL 126, and MATH 101.

This course provides in-depth instruction in diesel engines, service department skills and expectations, and specific instruction on agricultural and construction machines. The design and construction of diesel engines, principles and theories of operation, and disassembly and reassembly of engine components will be covered. Instruction on technical reference materials, parts and service books, computer systems and programs used by the service technician will be covered. Students will also receive training on the service and operation of various machine and engine systems common to the equipment industry. *(Unique Course)*

**Mechanized Agriculture 21 Equipment Technician** 8 units, 6 lecture and 6 lab hours per week 0 repeats.  
Basic Skills Advisories: Eligibility for ENGL 125, ENGL 126, and MATH 101.

This course provides in-depth instruction in equipment transmission systems and power equipment air conditioning and heating systems. Equipment transmission systems include clutches, torque converters, hydrostatic applications, and manual and powershift transmissions. Students will also receive career preparation instruction. *(Unique Course)*

**Mechanized Agriculture 30 Equipment Technician** 11 units, 8 lecture and 9 lab hours per week, 0 repeats.  
Basic Skills Advisories: Eligibility for ENGL 125, ENGL 126, and MATH 101.

The course provides in-depth instruction in machine electrical systems, hydraulic systems found on mobile equipment, and differential and final drive systems common in agricultural and construction equipment. Students will receive hands-on training on starting, charging, and electrical monitoring systems as they develop analytical skills needed for service and repair of diesel equipment. Additional instruction will cover differentials, final drives, braking and steering systems, tracks, undercarriage, and tires. Emphasis will be placed on the application of knowledge through machine testing and adjusting. *(Unique Course)*



## Proposed New Courses (continued) Effective Fall 2004

Approved and recommended by the Curriculum Committee

---

To ECPC November 12, 2003

**Mechanized Agriculture 31 Equipment Technician 8 units, 6 lecture and 6 lab hours per week 0 repeats.**  
**Basic Skills Advisories: Eligibility for ENGL 125, ENGL 126, and MATH 101.**

This course provides in-depth instruction in diesel engine fuel systems, tune-up and troubleshooting procedures of diesel engines, and welding principles and applications required for the entry level equipment technician. Major emphasis is placed on fuel injection system calibration and adjustment. Students will also receive career preparation instruction. *(Unique Course)*

### NON-DEGREE APPLICABLE

**Aviation Maintenance Technology 277 Aircraft Maintenance Training Tutorial .5-1.0 units, 27-54 lab hours, CR/NC only, 3 repeats.**

This refresher course provides tutorial assistance for the Aviation Maintenance Technician Students who have attempted, but not satisfactorily completed one or more of the 44 subjects required for graduation from the federally regulated Aviation Maintenance Technician School (AMTS) at Reedley College. This course will meet by arrangement and will be tailored to the specific needs of each student in order to provide the level of training needed to successfully complete the subject(s) previously taken but not passed. *(Unique course)*

**English 260A Basic Reading: Introduction to Reading 2 units, short-term course 27 lecture and 18 lab hours, CR/NC option, precollegiate basic skills, 0 repeats.**

A general introduction to reading. Vocabulary skill development. Learning reading process, strategies and developing comprehension. Encourages positive attitude toward reading. This course is equivalent to the first half of ENGL 260. Placement by college assessment process. *(Unique course)*

**English 260B Basic Reading: Reading Strategies 2.0 units, 3 lecture/2 lab hours per week, CR/NC option, precollegiate basic skills, 1 repeat.**

Applying the reading process. Active reading strategies. Determining main ideas and supporting details from text. This course is equivalent to the second half of ENGL 260. Preparation for English 262. Placement by instructor assessment. *(Unique course)*

**English as a Second Language 260 Introduction to Reading, Writing and Grammar 8 units, 7 lecture and 2 lab hours, CR/NC only, 2 repeats.**

A beginning course in English for speakers of other languages. Designed to build a foundation in reading, writing and listening comprehension. Focuses on functional communication and situations in the lives of students living and working in America. Prepares students for ESL 261I. May be taken concurrently with ESL 269A. *(Unique course)*

**English as a Second Language 261I Intensive Basic Reading Writing and Grammar 8 units, 7 lecture and 2 lab hours per week, CR/NC only, 2 repeats. Subject Prerequisites: ESL 260 and/or appropriate multiple-measure placement by a counselor, including indicated score on approved ESL placement test, such as the CELSA.**

A high beginner course in English for Speakers of other languages. Course work focuses on building language skills, with an emphasis on reading and writing, to prepare students for ESL 264. May be taken concurrently with ESL 269A. *(Unique course)*



## Proposed New Courses (continued) Effective Fall 2004

Approved and recommended by the Curriculum Committee

---

To ECPC November 12, 2003

**English as a Second Language 264LS Fundamentals of Oral Skills 4 units, 3 lecture and 2 lab hours per week, CR/NC only, 2 repeats. Subject Prerequisites: Use of language other than English as a primary language. Appropriate multiple-measure placement by a counselor, which includes score on approved SL placement test such as the CELSA, successful completion of ESL 261 or ESL 269A, or counselor/instructor recommendation.**

An oral skills course for low-intermediate ESL students. Designed to develop communication skills in listening, speaking and pronunciation. Prepares students for ESL 265 level courses. May be taken concurrently with ESL 264. *(Unique course)*

**English as a Second Language 265LS Integrating Oral Skills 4 units, 3 lecture and 2 lab hours per week, CR/NC only, 2 repeats. Subject Prerequisites: Use of language other than English as a primary language. Appropriate multiple-measure placement by a counselor, which includes score on approved ESL placement test such as the CELSA, successful completion of ESL 264 or ESL 264 LS, or counselor/instructor recommendation.**

An oral skills course for high-intermediate ESL students. Designed to develop communication skills in listening, speaking, and pronunciation. Prepares students for ESL 266 level courses. May be taken concurrently with ESL 265. *(Unique course)*

**English as a Second Language 266LS Academic Oral Language 4 units, 3 lecture and 2 lab hours per week, CR/NC only, 1 repeat. Subject Prerequisites: Use of language other than English as a primary language. Appropriate multiple-measure placement by a counselor, which includes score on approved ESL placement test such as the CELSA, successful completion of ESL 265 or ESL 265LS, or counselor/instructor recommendation.**

An oral skills course for advanced ESL students. Designed to develop communication skills in listening, speaking and pronunciation. Prepares students for college-level level courses. May be taken concurrently with ESL 266R and/or ESL 266W. *(Unique course)*

**English as a Second Language 266R Academic Reading and Vocabulary 4 units, 4 lecture hours per week, CR/NC only, 2 repeats. Subject Prerequisites: ESL 265 and/or appropriate multiple-measure placement by a counselor, which includes score on approved ESL test such as the CELSA.**

A reading and vocabulary course for ESL students completing language training or nearing proficiency but needing to develop academic reading skills before taking college-level courses. Prepares students for English 126 or English 262. *(Unique course)*

**English as a Second Language 266W Academic Grammar and Writing 4 units, 4 lecture hours per week, CR/NC only, 2 repeats. Subject Prerequisites: ESL 265 and/or appropriate multiple-measure placement by a counselor, which includes score on approved ESL test such as the CELSA.**

A writing course for ESL students completing language training or nearing proficiency but needing to develop academic composition skills before taking college-level courses. Prepares students for English 125 or English 252. *(Unique course)*



**Proposed Deleted Programs/Certificates  
Effective Fall 2004**

Approved and recommended by the Curriculum Committee

---

To ECPC November 12, 2003

**Special Education Worker Certificate of Completion**  
**Private Care Program Certificate of Completion**



## Proposed New Programs/Certificates Effective Fall 2004

Approved and recommended by the Curriculum Committee

To ECPC November 12, 2003

### Foreign Language

#### Associate in Arts Degree

Students will understand the phonological, semantic, and syntactic features of a foreign language and the relationship of that language to one or more cultures in which it is used. Students will possess the receptive skills (listening and reading) and the productive skills (speaking and writing) necessary to achieve communicative competence in at least one foreign language and will be prepared to pursue more advanced study of that language at a four-year institution.

Students wishing to transfer to a four-year college or university should become familiar with the programs and requirements of the school of their choice.

A minimum of 23 units must be completed for the major, including the high intermediate course of a foreign language, at least four units of another foreign language, and LING 10 or LING 11. At least 16 units must be completed in foreign language courses. The additional units must be chosen from the listed courses which provide historical, literary, and cultural background for language learning and appreciation.

SPAN 1	Beginning Spanish .....	4
SPAN 2	High Beginning Spanish .....	4
SPAN 3	Intermediate Spanish .....	4
SPAN 4	High Intermediate Spanish .....	4
SPAN 3NS	Spanish for Native Speakers .....	4
SPAN 4NS	Spanish for Native Speakers .....	4
SPAN 15*	Practical Spanish Conversation .....	4
SPAN 16*	Practical Spanish Conversation .....	4
FRENCH 1	Beginning French .....	4
FRENCH 2	High Beginning French .....	4
FRENCH 3*	Intermediate French .....	4
FRENCH 4*	High Intermediate French .....	4
GERMAN 1*	Beginning German .....	4
GERMAN 2*	High Beginning German .....	4
GERMAN 3*	Intermediate German .....	4
GERMAN 4*	High Intermediate German .....	4
HIST 1	Western Civilization to 1648 .....	3
HIST 2	Western Civilization from 1648 .....	3
LING 10	Introduction to Language .....	3
LING 11	Introduction to Language: Topics for Liberal Studies Majors .....	3
ENGL 44A	World Literature .....	3
ENGL 44B	World Literature .....	3
ENGL 49	Latino & Chicano Literature .....	3

Total Units            23

\*offered subject to demand





**PROPOSED PROGRAM MODIFICATION**  
**Effective Fall 2004**

Approved and recommended by the Curriculum Committee

To ECPC November 12, 2003

**Child Development**

**Associate in Science Degree**

The Associate in Science Degree in Child Development is designed to prepare students to work with young children in a variety of early care and educational settings. Successful completion of the Associate in Science Degree in Child Development allows the student to apply for the Child Development permit at the teacher level through the State of California Credentialing Department.

CHDEV 6	Infant-Child Health and Safety .....	2
CHDEV 7	Infant-Toddler Development and Care.....	3
CHDEV 30	Child, Family & Community .....	3
CHDEV 33A	Early Childhood Curriculum: Emphasis on Art, Drama, Music and Movement.....	3
CHDEV 33B	Early Childhood Curriculum: Emphasis on Math, Science and Literacy .....	3
CHDEV 37A	Early Childhood Programs and Practices .....	3
CHDEV 37B	Early Childhood Programs and Practices .....	3
CHDEV 39	Child Development .....	3
CHDEV 49	Behavior Management in the Classroom .....	2

<i>Select from the following</i> .....		4-6
CHDEV 2	Introduction to Early Childhood Education .....	2
CHDEV 12	Child Abuse.....	2
CHDEV 19V	Cooperative Work Experience .....	3-6
CHDEV 32	Early Intervention.....	2
CHDEV 35	Exceptional Children.....	3
CHDEV 36	Cultural Studies for Children .....	2
CHDEV 40A	Administration of Early Childhood Programs.....	3
CHDEV 40B	Administration of Early Childhood Programs.....	3
	Total Units	29-31

In addition to the Child Development major courses, students must meet all additional requirements for the Associate Degree.

A grade of "C" or better is required in all Child Development courses.



**PROPOSED CERTIFICATE MODIFICATION  
Effective Fall 2004**

Approved and recommended by the Curriculum Committee

To ECPC November 12, 2003

**Child Development  
Certificate of Achievement**

The Certificate of Achievement in Child Development is designed to prepare students to work with young children in a variety of early care and educational settings.

CHDEV 6	Infant-Child Health and Safety .....	2
CHDEV 7	Infant-Toddler Development and Care.....	3
CHDEV 30	Child, Family & Community .....	3
CHDEV 33A	Early Childhood Curriculum: Emphasis on Art, Drama, Music and Movement.....	3
CHDEV 33B	Early Childhood Curriculum: Emphasis on Math, Science and Literacy .....	3
CHDEV 37A	Early Childhood Programs and Practices .....	3
CHDEV 37B	Early Childhood Programs and Practices .....	3
CHDEV 39	Child Development .....	3
CHDEV 49	Behavior Management .....	2
	<b>Total Units</b>	<b>25</b>

The following additional course requirements are needed for the Child Development Teacher Permit which is issued by the State of California:

- 16 units in General Education
- Teaching experience which can be gained by taking 9 units CHDEV 19V
- A grade of "C" or better is required in all Child Development courses.



## Proposed New Certificates Effective Fall 2004

Approved and recommended by the Curriculum Committee

To ECPC November 12, 2003

### Child Development

#### Associate Teacher

#### Certificate of Completion

This is an intensive training program in Child Development. Students will complete course work and job experience qualifying them to provide instruction in child development centers. Students will also be eligible to apply for the California Child Development Permit at the Associate Teacher level.

CHDEV 6	Infant-Child Health and Safety .....	2
CHDEV 19V	Cooperative Work Experience	
CHDEV 30	Child, Family, Community .....	3
CHDEV 33A	Early Childhood Curriculum: Emphasis on Art, Drama, Music and Movement .....	3
CHDEV 33B	Early Childhood Curriculum: Emphasis on Math, Science and Literacy .....	3
CHDEV 39	Child Development .....	3
	Total Units	14

A grade of "C" or better is required in all Child Development classes.

### Child Development

#### Child Care for School-Age Children/Teacher

#### Certificate of Achievement

To prepare students for the teacher level of the Child Development permit in accordance with sections 80105 to 80116 of Title V California Code of Regulations as it applies to the school-age emphasis option.

CHDEV 8A	Programs for School-Age Child Care .....	3
CHDEV 8B	Programs for School-Age Child Care .....	3
CHDEV 30	Child, Family, Community .....	3
CHDEV 39	Child Development .....	3
<b>Select from:</b>	.....	<b>12</b>
CHDEV 6	Infant-Child Health and Safety .....	2
CHDEV 12	Child Abuse .....	2
CHDEV 33A	Early Childhood Curriculum: Emphasis on Art, Drama, Music and Movement .....	3
CHDEV 33B	Early Childhood Curriculum: Emphasis on Math, Science and Literacy .....	3
CHDEV 35	Exceptional Children .....	3
CHDEV 36	Cultural Studies for Children .....	2
CHDEV 41	Materials & Equipment .....	2
CHDEV 49	Behavior Management in Classroom .....	2
CHDEV 160	Topics in Child Development .....	1
	Total Units	24

Requirement for the Teacher level of the Child Development Permit Matrix includes:

- 24 units in Child Development/Early Childhood Education, with 12 units from the core courses—students may select a maximum of 4 units from CHDEV 160.
- 9 units (525 hours) of CHDEV 19V Cooperative Work Experience
- 16 units of General Education with at least one course in each of the following areas: Humanities/Fine Arts; Social Sciences; Math/Science; English/Language Arts

A grade of "C" or better is required in all Child Development courses.



**Proposed New Certificates (continued)  
Effective Fall 2004**

Approved and recommended by the Curriculum Committee

To ECPC November 12, 2003

**Child Development**

**Child Care for School-Age Children/Teacher**

**Certificate of Completion**

This certificate prepares students for the Associate Teacher level of the Child Development permit in accordance with sections 80105 to 80116 of Title V California Code of Regulations as it applies to the school-age emphasis option.

CHDEV 8A	Programs for School-Age Child Care .....	3
CHDEV 8B	Programs for School-Age Child Care .....	3
CHDEV 19V	Cooperative Work Experience .....	3
CHDEV 30	Child, Family, Community .....	3
CHDEV 39	Child Development .....	3
	<b>Total Units</b>	<b>15</b>

A grade of "C" or better is required in all Child Development courses.

**Child Development**

**Early Intervention Specialist**

**Certificate of Achievement**

This program will prepare students to assist in an early intervention or early childhood special education program.

CHDEV 6	Infant-Child Health and Safety .....	2
CHDEV 7	Infant-Toddler Development and Care.....	3
CHDEV 19V	Cooperative Work Experience .....	2
	(experience must be in a program that includes typically and atypically developing children)	
CHDEV 33A	Early Childhood Curriculum: Emphasis on Art, Drama, Music and Movement .....	3
CHDEV 33B	Early Childhood Curriculum: Emphasis on Math, Science and Literacy .....	3
CHDEV 30	Child, Family, Community .....	3
CHDEV 32	Early Intervention.....	2
CHDEV 35	Exceptional Children.....	3
CHDEV 36	Cultural Studies for Children .....	2
CHDEV 39	Child Development .....	3
CHDEV 49	Behavior Management in the Classroom .....	2
CHDEV 160	Topics in Child Development: .....	1
	(Topic: At Risk Infants—Early Intervention Strategies)	
	<b>Total Units</b>	<b>29</b>

To meet the standard of the state competency Early Start Program for the Early Intervention Assistant II level, students must complete the above Child Development courses with a grade of "C" or better and complete the requirements for an Associate in Science Degree or a minimum of 60 units. The 60-unit option also requires 350 days of 3 hours per day of supervised experience within the past 4 years including at least 100 hours working with young children with special needs.



**Proposed New Certificates (continued)  
Effective Fall 2004**

Approved and recommended by the Curriculum Committee

To ECPC November 12, 2003

**Child Development**

**Family Child Care**

**Certificate of Completion**

This program is designed to meet the training needs of family day care providers, individuals who are licensed to care for children in their homes.

CHDEV 6	Infant-Child Health and Safety .....	2
CHDEV 33A	Early Childhood Curriculum: Emphasis on Art, Drama, Music and Movement.....	3
CHDEV 33B	Early Childhood Curriculum: Emphasis on Math, Science and Literacy .....	3
CHDEV 37A or CHDEV 37B	Early Childhood Programs and Practices .....	3
CHDEV 39	Child Development .....	3
CHDEV 49	Behavior Management in Classroom .....	2
	Total Units	16

Recommended courses: 1-4 units CHDEV 19V (experience should be gained in licensed family care facility with a minimum of six children); CHDEV 41

A grade of "C" or better is required in all Child Development courses.

**Child Development**

**Infant/Toddler**

**Certificate of Completion**

This program is designed to meet the training needs for individuals working in an infant/toddler facility.

CHDEV 6	Infant-Child Health and Safety .....	2
CHDEV 7	Infant-Toddler Development and Care.....	3
CHDEV 32	Early Intervention.....	2
CHDEV 33A	Early Childhood Curriculum: Emphasis on Art, Drama, Music and Movement.....	3
CHDEV 33B	Early Childhood Curriculum: Emphasis on Math, Science and Literacy .....	3
	Total Units	13

Recommended courses: 1-4 units CHDEV 19V (experience should be gained in an infant/toddler facility); ASL 1

A grade of "C" or better is required in all Child Development courses.



**Proposed New Certificates (continued)  
Effective Fall 2004**

Approved and recommended by the Curriculum Committee

To ECPC November 12, 2003

**Child Development Paraprofessional**

**60 unit Option**

**Certificate of Achievement**

This program will prepare students to work in the K-12 grades as a teacher's aide, following the guidelines of the Federal mandate "No Child Left Behind."

*Select from the following ..... 35-45*

*(minimum of one course from each section)*

**Curriculum**

- CHDEV 19V Cooperative Work Experience ..... 8-16
- CHDEV 33A Early Childhood Curriculum: Emphasis on Art,  
Drama, Music and Movement..... 3
- CHDEV 33B Early Childhood Curriculum: Emphasis on  
Math, Science and Literacy ..... 3
- CHDEV 160 Topics in Child Development ..... 1-3

**Study of Children**

- CHDEV 35 Exceptional Children..... 3
- CHDEV 39 Child Development ..... 3
- CHDEV 49 Behavior Management in the Classroom ..... 2

**Family and Community**

- CHDEV 8A Programs for School-Age Child Care ..... 3
- CHDEV 8B Programs for School-Age Child Care ..... 3
- CHDEV 12 Child Abuse ..... 2
- CHDEV 30 Child, Family, Community ..... 3
- CHDEV 36 Cultural Studies for Children
- CHDEV 160 Topics in Child Development ..... 1-3

**Administration and Global Understanding of Teaching**

- CHDEV 2 Introduction to Early Childhood Education ..... 2
- CHDEV 160 Topics in Child Development ..... 1-3
- EDUC 10 Introduction to Teaching

*Select from the following ..... 15-25*

*(with a minimum of one course from each section)*

**English/Language Communication Skills**

ENGL 125, 126, 250, 252, 260, 262, or a higher level of English as determined by individual assessment outcome;  
ASL 1, 2; ESL 260, 261, 264, 265, 266; SPEECH 2, 12; LING 11; SPAN 3NS, 4NS

**Math Skills**

MATH 250, 260, or a higher level of math as determined by individual assessment outcome

**Technology Skills**

ART 30A, 37A, or 38; IS 1, 2, 3, 4, 11, 15; OT 1, 11A

**Human Relation Skills**

SOC 1A, 2; PSY 2, 5, 33

Total Units      60

A grade of "C" or better is required in all Child Development courses.

A 2.0 (C) cumulative grade point average is required for completion of the Certificate of Achievement program.



## Proposed New Program Effective Fall 2004

Approved and recommended by the Curriculum Committee

To ECPC November 12, 2003

### Child Development

#### Paraprofessional

#### Associate in Science Degree

This program will prepare students to work in the K-12 grades as a teacher's aide, following the guidelines of the Federal mandate "No Child Left Behind."

CHDEV 19V	Cooperative Work Experience .....	8-16
CHDEV 30	Child, Family, Community .....	3
CHDEV 33A	Early Childhood Curriculum: Emphasis on Art, Drama, Music and Movement.....	3
CHDEV 33B	Early Childhood Curriculum: Emphasis on Math, Science and Literacy .....	3
CHDEV 39	Child Development .....	3
CHDEV 160	Topics in Child Development .....	1-8
<b>Select additional units to complete 36 units from:</b>		
CHDEV 8A	Programs for School-Age Child Care .....	3
CHDEV 8B	Programs for School-Age Child Care .....	3
CHDEV 12	Child Abuse .....	2
CHDEV 35	Exceptional Children .....	3
CHDEV 36	Cultural Studies for Children .....	2
CHDEV 49	Behavior Management in Classroom .....	2
CHDEV 2 or	Introduction to Early Childhood Education .....	2
EDUC 10	Introduction to Teaching .....	2
	Total Units	36

In addition to the courses for the major, certain general education classes are required as specified in the associate degree requirement.

A minimum of 60 units with at least a 2.0 "C" cumulative grade point average is required for the Associate Degree. A grade of "C" or better is required in all Child Development courses.



## Modified Program/Certificate Effective Fall 2004

Approved and recommended by the Curriculum Committee

---

To ECPC November 12, 2003

### Agriculture Mechanized Agriculture Associate in Science Degree

The Associate in Science degree in Mechanized Agriculture is a two-year program of instruction that prepares equipment technicians for entry level positions and advanced opportunities. This program combines lecture based classes, practical hands-on laboratory activities, and a required work based learning internship during the summer term. Instruction in career preparation is included in this program.

AGNR 1	Computer Applications in Agriculture .....	3
MAG 19V	Cooperative Work Experience .....	2
MAG 20	Equipment Technician .....	11
MAG 21	Equipment Technician .....	8
MAG 30	Equipment Technician .....	11
MAG 31	Equipment Technician .....	8
PLS 2	Soils .....	3
	Total Units	46

### Agriculture Mechanized Agriculture Certificate of Achievement

The certificate program for Equipment Technicians provides intensive, practical, hands-on instruction that can be completed in one year for entry level positions. This program includes lecture based classes, practical hands-on laboratory activities, and a required work based learning internship during the summer term. Instruction in career preparation is included in this program.

MAG 19V	Cooperative Work Experience .....	2
MAG 20	Equipment Technician .....	11
MAG 21	Equipment Technician .....	8
MAG 30	Equipment Technician .....	11
MAG 31	Equipment Technician .....	8
	Total Units	40





## **Distance Education**

Approved and recommended by the Curriculum Committee

---

To ECPC November 12, 2003

### **NEW INTERACTIVE PRESENTATION COURSES – FALL 2003**

**Business Administration 260L Topics in Business (Communication) .5 unit, 9 lecture hours**

**Business Administration 260R Topics in Business (Values and Ethics) .5 unit, 9 lecture hours**

**Business Administration 260S Topics in Business (Operating a Small Business) .5 unit, 9 lecture hours**

**Business Administration 260T Topics in Business (Business Plan Development) .5 unit, 9 lecture hours**

**Marketing 10 Marketing 3 units 3 lecture hours per week**

### **NEW INTERNET PRESENTATION COURSES SPRING 2004**

**Business Administration 10 Introduction to Business, 3.0 units, 3 lecture hours per week**

### **NEW INTERACTIVE PRESENTATION COURSES – SPRING 2004**

**Computer Science 41 Programming Concepts & Methodology II 4 units, 3 lecture and 2 lab hours per week**  
Lectures will be delivered via interactive presentation. Labs will be taught at the respective sites in the traditional mode of delivery.

**Decision Science 117 Business Mathematics 3 units, 3 lecture hours per week**

**Marketing 11 Salesmanship, 3.0 units, 3 lecture hours per week**

### **NEW INTERNET PRESENTATION COURSES FALL 2004**

**English 49 Latino and Chicano Literature 3 units, 3 lecture hours per week**

**English as a Second Language 266R Academic Reading and Vocabulary 4 units, 4 lecture hours per week**

**English as a Second Language 266W Academic Grammar and Writing, 4 units, 4 lecture hours per week**

**Information Systems 40A Internet Concepts and Design 3 units, 3 lecture and 1 lab hour per week**



## **2 + 2 + 2 Agreements**

---

To ECPC November 12, 2003

### **NEW AGREEMENT**

**Agriculture/Natural Resources Department**  
**Effective Fall 2003**  
**Duncan Polytechnical**  
**Wildland Recreation and Ecology//NR 30 Recreation**

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: December 9, 2003

---

SUBJECT: Consideration to Approve Out-of-Country  
Travel, Fresno City College Choir

ITEM NO. 03-248

---

EXHIBIT: None

---

Background:

Fresno City College is requesting Board approval for out-of-country travel for 40 choir members to perform with the Northern Arizona University Singers in the Rothenberg, Germany Choral Festival and the Germany-Prague-England Choir Tour from May 19-29, 2004. The advisor accompanying the students will be Julie Dana. The students will be traveling at no cost to the District.

Recommendation:

It is recommended that the Board of Trustees approve out-of-country travel for 40 choir members to perform with the Northern Arizona University Singers in the Rothenberg, Germany Choral Festival and the Germany-Prague-England Choir Tour from May 19-29, 2004, with the understanding that the trip will be financed without requiring expenditures of District funds.

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: December 9, 2003

---

SUBJECT: Review of District Warrants and Checks

ITEM NO. 03-249

---

EXHIBIT: None

---

Recommendation:

It is recommended that the Board of Trustees review and sign the warrants register for the period October 28, 2003, to November 26, 2003, in the amount of \$11,427,055.66.

It is also recommended that the Board of Trustees review and sign the check registers for the Fresno City College and Reedley College Co-Curricular Accounts and the Fresno City College and Reedley College Bookstore Accounts for the period October 16, 2003, to November 24, 2003, in the amount of \$359,964.34.

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: December 9, 2003

---

SUBJECT: Consideration of Report of Investments

ITEM NO. 03-250

---

EXHIBIT: Quarterly Performance Review

---

Background:

Enclosed is the quarterly investment report from the Fresno County Treasurer's Office for the period ending September 30, 2003. Review of the quarterly investment report is required by Government Code Section 53646. Investments in the County Treasury are in conformance with the District's investment policy statement.

Fiscal Impact:

None

Recommendation:

It is recommended that the Board of Trustees accept the Quarterly Performance Review, as provided by the County of Fresno, for the quarter ending September 30, 2003.



**Compliance Review  
of  
Treasurer's Investment Pool  
for the  
County of Fresno**

***September 30, 2003***

## Table of Contents

<u>Section</u>	<u>Number</u>
<b>Executive Summary</b>	<b>1</b>
<b>Compliance Review</b>	<b>2</b>
<b>Appendix</b>	<b>3</b>
<b>A. Portfolio Breakdowns</b>	
<b>B. Checklists &amp; Pricing Sources</b>	
<b>C. Portfolio Appraisal</b>	
<b>D. Glossary &amp; Rating Summary</b>	

PCA and Ziegler & Company have been diligent and prudent in the preparation of this report. In doing so, we have relied on numerous sources that we feel are known and reliable. Please refer to the appendix for sources of information.

October 25, 2003

## I. Executive Summary

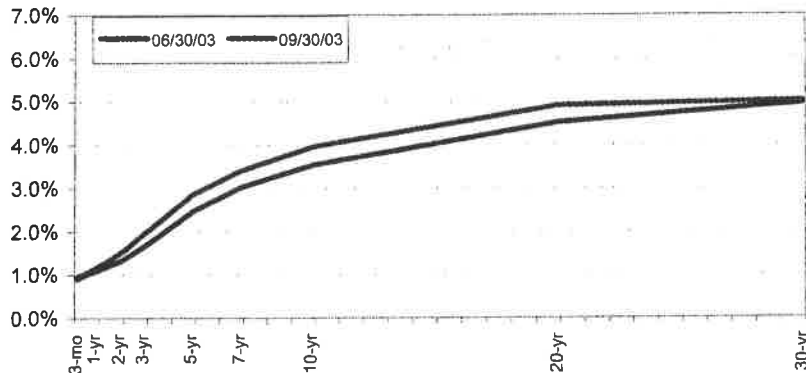
### Introduction

This is the Compliance Review of the County of Fresno's Treasurer's Investment Pool Portfolio for the period ended September 30, 2003, pursuant to California Government Code 53646. The report has two primary objectives: (1) to provide information regarding portfolio holdings as to compliance with California Government Code Sections 53601 and 53635, as well as the County Treasurer's Statement of Investment Policy and (2) to detail portfolio characteristics of the portfolio's investment holdings.

### Quarterly Overview of Markets:

During the quarter, the US Treasury yield curve became more convex as intermediate yields increased; primarily dampening returns for holders of intermediate term bonds. At the August 12<sup>th</sup>, 2003 meeting, the Federal Reserve left short-term rates unchanged stating that they do not intend to raise short-term rates for "a considerable period" in an effort to keep long-term rates from rising.

### Treasury Yield Curve Changes



Source: Federal Reserve, extrapolation factor used to estimate yield on 09/30/03 30-yr. Treasury

### Money-Market Yields

(all data in %)

Yields	6/30/03	09/30/03
Certificates of Deposit--90-Day	1.04	1.12
Certificates of Deposit--180-Day	1.02	1.12
Commercial Paper (nonfinancial)-- 30-Day	1.06	1.01
Commercial Paper (nonfinancial)-- 90-Day	1.01	1.05
<b>Quarterly Returns--ending 09/30/03</b>		
Salomon Brothers Treasury Bills		0.25
Merrill Lynch US Treasuries 1-3 Yrs		0.43

Source: ITI, Federal Reserve



As indicated on the previous page, during the third quarter of 2003 mid-term yields increased while short and long-term rates remained steady. The yield on one-year Treasury Bonds increased slightly by 6 basis points to 1.15% for the quarter while the yield on thirty-year Treasury Bonds also increased slightly by 6 basis points to 5.01%. The spread between the one-year Treasury and the 30-year Treasury ended the quarter at 386 basis points unchanged from the end of last quarter. During the quarter, Certificates of Deposit experienced an increase in yield for both the 180-day maturities and 90-day maturities. Commercial Paper moved lower in the 30-day maturities, by 5 basis points, and increased by 4 basis points in the 90-day maturities to 1.05%.

## Portfolio Position

The portfolio maintained a weighted maturity of slightly more than one year (369 days). The County of Fresno Investment Policy Section 11.0 recommends a portfolio of securities with a weighted average maturity not to exceed 365 days.<sup>1</sup> Keeping the portfolio within this maturity range minimized its exposure to potential interest rate shifts that can occur in the mid-maturity sectors of the yield curve. The portfolio was oriented towards high quality with 59.7% of the portfolio's assets invested in risk-free instruments.

### Compliance with California Government Codes 53601 & 53635:

The Investment Portfolio is compliant with the **California Government Codes 53601 and 53635**.

### Compliance with Treasury Investment Pool Statement of Investment Policy:

The **Statement of Investment Policy** is more stringent than the California Government Code. As of 09/30/03, the Treasurer's Investment Pool portfolio complied with its Statement of Investment Policy.

Please refer to the next section of the report for a more detailed evaluation of the portfolio in relationship to the California Government Code and the Treasurer's Investment Pool Statement of Investment Policy.

### Portfolio characteristics

The Treasury Pool's portfolio characteristics are indicative of a plan exhibiting a high degree of quality with short-term maturities.

- As of 09/30/03, the portfolio had a market value of \$1.6 billion with an average dollar-weighted quality between "AA+" and "AAA".
- Approximately 59.7% of the portfolio's assets are invested in securities with virtually no credit risk (i.e., US Treasuries, US Agencies, and cash).
- The dollar weighted average life of the pool is 369 days<sup>1</sup>.
- 40.8% of the portfolio at cost matures within 30 days, 49.7% matures within 90 days, and 52.9% within 180 days (see Appendix for further details).

Based on its relative high quality and near-term liquidity, and assuming no significant changes to pool funding policies, the Treasury Investment Pool is well positioned to meet its expenditure requirements over the next six months.

1. Per the Fresno County Treasurer's Office, policy changes are in affect for 4Q 2003 to allow the weighted average maturity to extend to 547 days.

## II. Collateral Review

### COUNTY OF FRESNO TREASURY INVESTMENT POOL POLICY SUMMARY Last Revised December 2002

AUTHORIZED INVESTMENTS	DIVERSIFICATION	PURCHASE RESTRICTIONS	MATURITY	CREDIT QUALITY (MOODY'S/S&P)
8.1 US Treasury bills, notes, bonds or other certificates of indebtedness	85% combined with US Agencies	None	5 years	N/A
8.2 Notes, participations or obligations issued by the agencies of the Federal Government	85% combined with US Treasuries	Prudence for single agency issue	5 years	N/A
8.3 Bankers Acceptances	40%	Issue is eligible for purchase by Federal Reserve. Issuer is among 150 largest banks based on total asset size.	180 days	CP rate: P-1 or A-1+
8.4 Commercial Paper	40%	US organized and operating corporation with total assets of \$500mm. 10% of issuer's CP. 10% in any one issuer.	270 days	CP rate: P-1 or A-1+ Debt rate: A
8.5 Negotiable CD's	30%	Issued by national- or state-chartered bank or savings association, or a state-licensed branch of a foreign bank that is among 150 largest banks based on total asset size and has CP rate of P-1 or A-1+ OR issuer meets rating requirements. 5% in any one issuer.	13 months	AB GerryFindley
8.6 Non-negotiable CD's	50%	Issued by national- or state-chartered bank or savings association. Full FDIC or FSLIC insurance OR full collateralization of: 110% govt. securities or 150% mortgages meeting GC 35601. Contract for Deposit in place. 15% in any one issuer.	13 months	AB GerryFindley.
8.7 Repurchase Agreements	15%	Tri-party agreement in place. 102% collateralization of: US Treasuries or Agencies, BA's, CP, Negotiable CD's meeting GC 53601.	Overnight or weekend	N/A
8.8 Medium-Term Notes	30%	US organized and operating corporation or US- or state-licensed depository institution.	A: 2 years AA: 3 years AAA: 5 years	A
8.9 Local Agency Investment Fund-CA	\$40,000,000	None	5 years	N/A
8.10 Mutual and Money Market Funds	20%	Mutual fund invests in GC 53601 approved securities: adviser is registered with SEC, has 5 years experience investing according to GC 53601, and has \$500mm under management OR fund meets rating requirements. Money market registered with SEC under ICA of 1940; SEC-registered or -exempt adviser with 5 years experience managing money market mutual funds in excess of \$500mm OR fund meets rating requirements. Investment does not include payment of commission. 10% in any one fund.	5 years	AAA and Aaa
8.11 Collateralized mortgage obligations, asset-backed or other pass-through securities	10%	None	5 years	Issue rate: AA Corporate issuer rate: A

**CALIFORNIA GOVERNMENT CODE COUNTY INVESTMENT POLICY  
AUTHORIZED INVESTMENTS**

CA Code	Investment Category	Government Code			Fresno County Investment Policy			Actual Portfolio at cost
		Maximum Maturity	Authorized % Limit	Quality Moody's/S&P	Maximum Maturity	Authorized % Limit	Quality Moody's/S&P	
53601								
(a)	LOCAL AGENCY BOND	5 YEARS	NO LIMIT	N/A	N/A	N/A	N/A	---
(b)	US TREASURY	5 YEARS	NO LIMIT	N/A	5 YEARS	85% w/agency	N/A	0.7%
(c)	STATE WARRANT	5 YEARS	NO LIMIT	N/A	N/A	N/A	N/A	---
(d)	CALIFORNIA LOCAL AGENCY DEBT	5 YEARS	NO LIMIT	N/A	N/A	N/A	N/A	---
(e)	US AGENCY	5 YEARS	NO LIMIT	N/A	5 YEARS	85% w/treasury	N/A	57.3%
(f)	BANKERS ACCEPTANCE	180 DAYS	40%	N/A	180 DAYS	40%	N/A	---
(g)	COMMERCIAL PAPER	270 DAYS	40%	P1,A1+	270 DAYS	40%	P1,A1+	15.7%
(h)	NEGOTIABLE CD	5 YEARS	30%	N/A	13 MONTHS	30%	AB	---
(i)	REPURCHASE AGREEMENT	1 YEAR	NO LIMIT	N/A	OVERNIGHT	15%	N/A	14.5%
	REVERSE REPURCHASE AGREEMENT	92 DAYS	20%	N/A	N/A	N/A	N/A	---
(j)	MEDIUM TERM NOTE	5 YEARS	30%	A	5 YRS for AAA	30%	A	6.5%
(k)	MUTUAL OR MONEY MARKET FUNDS	5 YRS *	20%	AAA	5 YEARS	20%	AAA	1.1%
(l)	PLEDGED ASSET	Stat. Prov.	NO LIMIT	N/A	Stat. Prov.	N/A	N/A	---
(m)	NON-NEGOTIABLE CD	5 YEARS	NO LIMIT	N/A	13 MONTHS	50%	AB	---
(l)	PLEDGED ASSET	Stat. Prov.	NO LIMIT	N/A	Stat. Prov.	NO LIMIT	N/A	---
(n)	MORT. PASS-THROUGH SECURITY	5 YEARS	20%	AA	5 YEARS	10%	AA	---
	LOCAL AGENCY INVESTMENT FUND	5 YEARS	NO LIMIT	N/A	5 YEARS	\$40,000,000	N/A	2.5%
	Cash	---	---	---	---	---	---	1.7%

\* Mutual Funds maturity may be interpreted as weighted average maturity.

**CALIFORNIA CODE - COMPLIANCE**

Compliance Category

<u>California Code-53601</u>	<u>Investment Category</u>	<u>Compliance Category</u>			<u>Comments</u>
		<u>Quality Yes/No</u>	<u>Maturity Yes/No</u>	<u>%Limit Yes/No</u>	
Section (a)	Local Agency Bonds	Yes	Yes	Yes	None
Section (b)	U.S. Treasury	Yes	Yes	Yes	None
Section (c)	State Warrants	Yes	Yes	Yes	None
Section (d)	California Local Agency Debt	Yes	Yes	Yes	None
Section (e)	U.S. Agencies	Yes	Yes	Yes	None
Section (f)	Bankers Acceptances	Yes	Yes	Yes	None
Code 53635	Commercial Paper	Yes	Yes	Yes	None
Section (h)	Certificate and Time Deposits	Yes	Yes	Yes	None
Section (i)	Repurchase Agreements	Yes	Yes	Yes	None
Section (j)	Medium Term Notes	Yes	Yes	Yes	None
Section (k)	Mutual Funds	Yes	Yes	Yes	None
Section (l)	Pledged Assets	Yes	Yes	Yes	None
Section (m)	Secured Deposits	Yes	Yes	Yes	None
Section (n)	Pass-Through Securities	Yes	Yes	Yes	None

**FRESNO POLICY - COMPLIANCE**

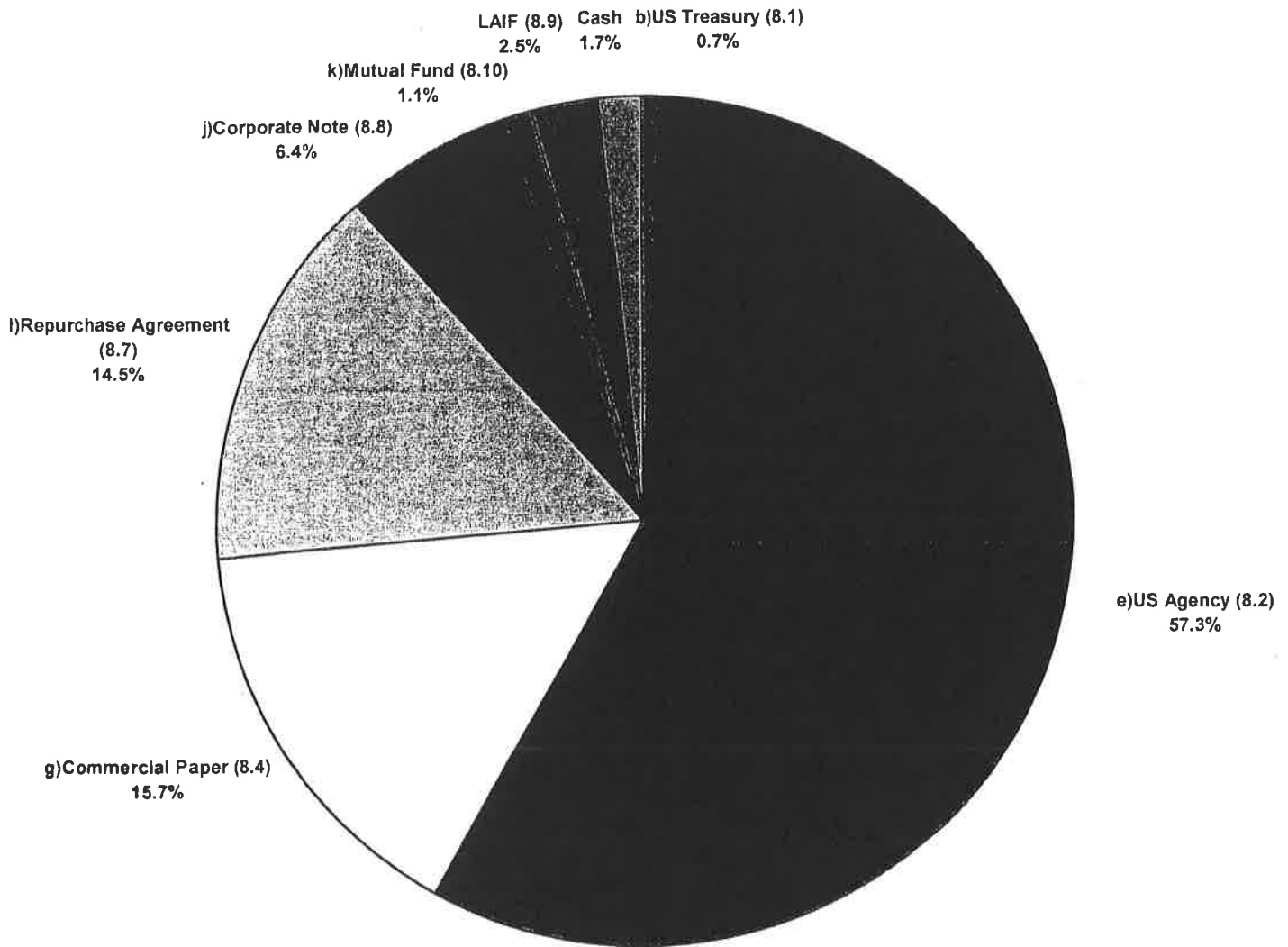
Compliance Category

California Code-53601	<u>Investment Category</u>	<u>Compliance Category</u>			<u>Comments</u>
		<u>Quality Yes/No</u>	<u>Maturity Yes/No</u>	<u>%Limit Yes/No</u>	
Section (a)	Local Agency Bonds	N/A	N/A	N/A	None
Section (b)	U.S. Treasury	Yes	Yes	Yes	None
Section (c)	State Warrants	N/A	N/A	N/A	None
Section (d)	California Local Agency Debt	N/A	N/A	N/A	None
Section (e)	U.S. Agencies	Yes	Yes	Yes	None
Section (f)	Bankers Acceptances	Yes	Yes	Yes	None
Code 53635	Commercial Paper	Yes	Yes	Yes	None
Section (h)	Certificate and Time Deposits	Yes	Yes	Yes	None
Section (i)	Repurchase Agreements	Yes	Yes	Yes	None
Section (j)	Medium Term Notes	Yes	Yes	Yes	None
Section (k)	Mutual Funds	Yes	Yes	Yes	None
Section (l)	Pledged Assets	N/A	N/A	N/A	None
Section (m)	Secured Deposits	Yes	Yes	Yes	None
Section (n)	Pass-Through Securities	Yes	Yes	Yes	None

# County of Fresno Treasury Investment Pool

As of September 30, 2003

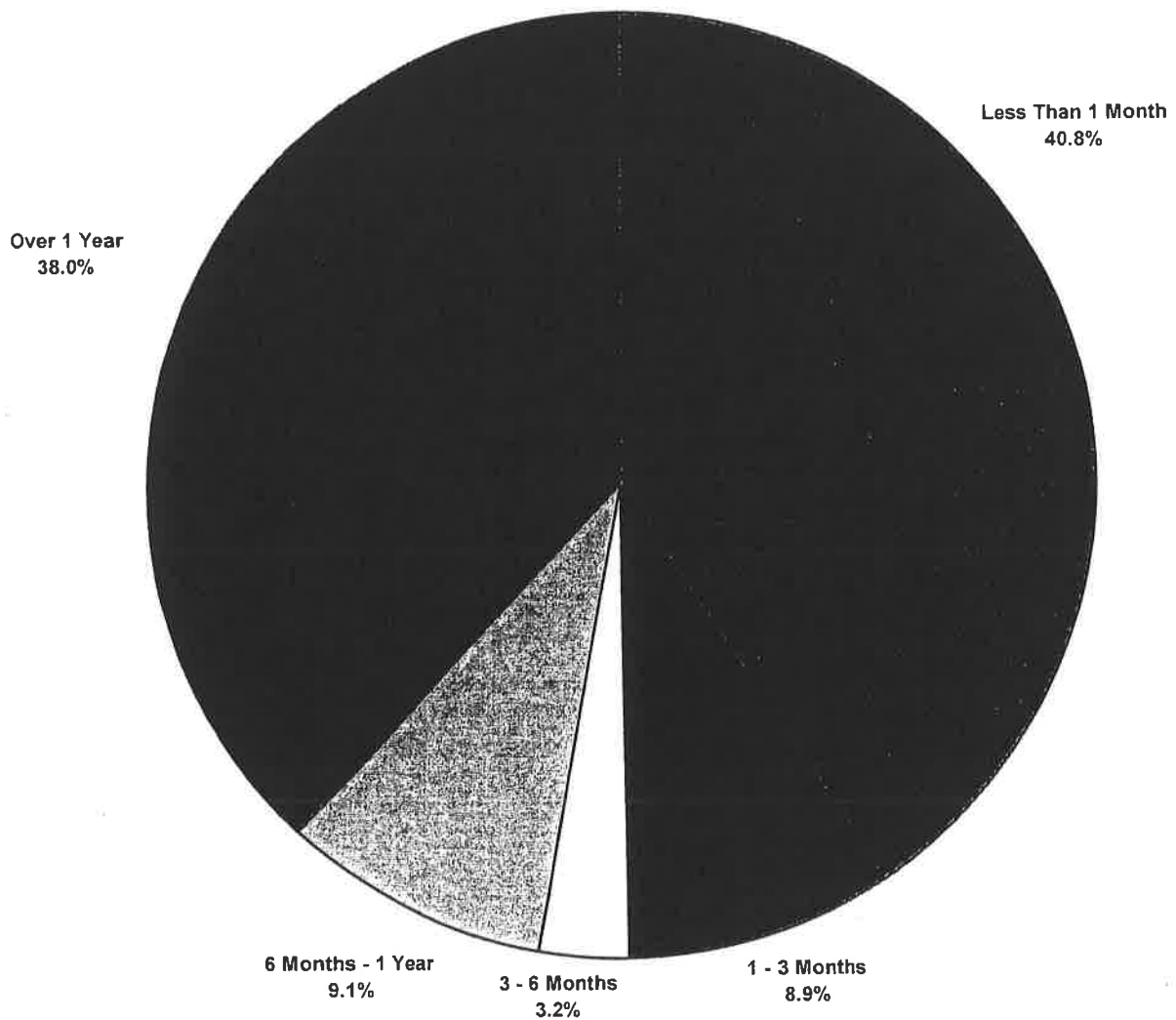
## Portfolio Breakdown by Investment Type (valued at cost)



# County of Fresno Treasury Investment Pool

As of September 30, 2003

## Portfolio Breakdown by Maturity Date (valued at cost)

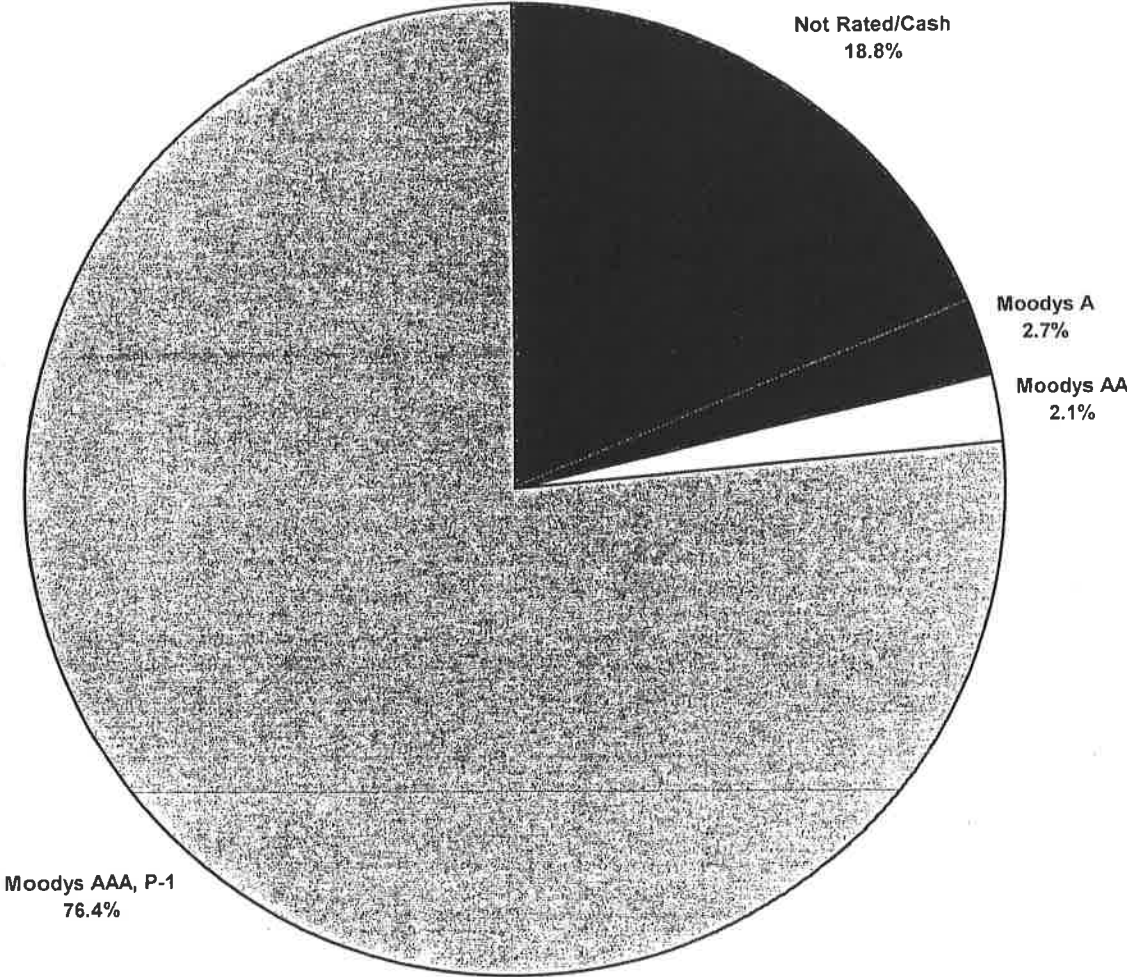




# County of Fresno Treasury Investment Pool

As of September 30, 2003

**Portfolio Breakdown by Quality**  
(valued at cost)



# County of Fresno Treasury Investment Pool

As of September 30, 2003

## Pricing Sources

### I. Managed Assets

**The Bank of New York:** collateral for repurchase agreements held by Citigroup & Morgan Stanley Dean Witter updated 5/8/2003

The Broker Dealer Services Division (BDS) of The Bank of New York presently uses two information sources for price and other indicative data for domestic securities, Street Software Technology and FT Interactive Data. The breakdown of each vendor's coverage and their delivery times are noted below. In the event BDS receives a price for the same security from both vendors, BDS will generally utilize the Street Software price.

#### Street Software Technology

CMOs (Agency & Private Label), MBS, US Treasuries, Agencies, ABS Intra-Day pricing on US Treasuries & some Agency Debentures

Services	Frequency	Approx. Delivery Time	Day	Price as of 3:00pm
FNMA benchmark cusips	Daily	3:30pm	Same Day	3:00pm
Agency cusip list	Daily	3:30pm	Same Day	3:00pm
TIPS CPI Index	Daily	4:00pm	Same Day	3:00pm
MBS ARM bulk file	Daily	4:00pm	Same Day	3:00pm
MBS Pool bulk file	Daily	5:15pm	Same Day	3:00pm
CMO IO cusips	Daily	4:45pm	Same Day	3:00pm
CMO bulk file	Daily	5:30pm	Same Day	3:00pm
Treasury bulk file	Daily	5:30pm	Same Day	3:00pm
TBA bulk file	Daily	5:30pm	Same Day	3:00pm
IPM Treasury bulk file	Daily	1:00pm	Same Day	1:02pm
Portfolio pricing report	Daily	6:00am	Previous Day	3:00pm

#### FT Interactive Data Price Schedule

CMOs (Agency & Private Label), Corporate Bonds, US Treasuries, Muni Bonds, US Equities

Services	Frequency	Approx. Delivery Time	Day	Price as of
CMO Factors	Daily	5:00pm	Same Day	
FHLMC Factors	Monthly	5:00pm	5 <sup>th</sup> Business Day	
FHLMC Sixty Factors	Monthly	5:00pm	5 <sup>th</sup> Business Day	
FHLMC REMIC Factors	Monthly	5:00pm	5 <sup>th</sup> Business Day	
FHLMC GNMA REMIC Factors	Monthly	3:00pm	10 <sup>th</sup> Business Day	
GNMA I – 3 updates Factors	Monthly	7:00am	5 <sup>th</sup> , 7 <sup>th</sup> , 15 <sup>th</sup> BD	
GNMA II – 3 updates Factors	Monthly	7:00am	6 <sup>th</sup> , 8 <sup>th</sup> , 15 <sup>th</sup> BD	
FNMA Factors	Monthly		4 <sup>th</sup> Business Day	
FNMA STRM Factors	Monthly		11 <sup>th</sup> Calendar Day	
Custom Muni Prices	Daily	9:00pm – 11:00pm	Same Day	3:00pm
FFEIC Test	Monthly –EOM	6:00pm		
Spot Rates	Daily	1:00pm	Same Day	
CMO Prices	Daily	6:00pm	Same Day	3:00pm
Equities	Daily	6:00pm	Same Day	4:00pm
ABS	Daily		Same Day	3:00pm
Corporates	Daily	6:00pm	Same Day	3:00pm

**JP Morgan Chase:** collateral for repurchase agreements held by UBS Financial Services updated 7/9/03

Pricing sources are considered confidential.

#### Treasury and Agencies Securities

Service	Vendor	Day/Time of Receipt	DBAS Updated	Comments
ITP/Prices	FT Interactive Data (IDSI)	Bid price received overnight	Daily by 5:30am	BDAS automatically updates prices from transmission
Intraday/ Prices	Street Software Technology	Daily by 1:15pm	Daily by 1:30pm	The Treasuries and 500 most active cusips are available at 1:30pm

#### Mortgage Backed Securities

Service	Vendor	Day/Time of Receipt	DBAS Updated	Comments
VADS Daily/ MBS Prices	FT Interactive Data (IDSI)	Bid price received overnight	Daily by 5:30am	BDAS automatically updates prices from transmission
VADS/MBS Factors	FT Interactive Data (IDSI)	FNMA-FHLMC: 5 <sup>th</sup> business day; GNMA: 6 <sup>th</sup> , 8 <sup>th</sup> and 15 <sup>th</sup> business day;  FNMA Strips: 18 <sup>th</sup> business day	Daily by 2:30pm 6 <sup>th</sup> day by 2:30pm; 8 <sup>th</sup> and 15 <sup>th</sup> day by 11:30am Daily by 11:30 am	

# County of Fresno Treasury Investment Pool

As of September 30, 2003

## Pricing Sources

### I. Managed Assets (continued)

#### ABS, REMIC's, CMO's and PTA's

Service	Vendor	Day/Time of Receipt	DBAS Updated	Comments
ITP Prices/CMO	FT Interactive Data (IDSI)	Bid price received overnight	Daily by 5:30am	
VADS Monthly/CMO Factors	FT Interactive Data (IDSI)	Overnight six days per month	Daily by 5:30am	The time of receipt is correlated to other MBS factor updates
CMO Pricing/Tranches	Street Software Technology	Daily by 4:30pm	Daily by 6:45am	
FFIEC Stress Test	FT Interactive Data (IDSI)	10 <sup>th</sup> business day by 6:00pm	Daily VS CMO database by 7:00am	File run daily and compared to DBAS CMO database
Ratings	S&P, Moodys, Fitch	Daily FTP download before 9:00am	Daily by 9:30am	

#### Corporates

Service	Vendor	Day/Time of Receipt	DBAS Updated	Comments
Ratings	S&P, Moodys, Fitch	S&P, Moodys: daily FTP download before 9:00pm Fitch: monthly on 3 <sup>rd</sup> business day	S&P, Moodys: daily by 9:30am	
ITP Prices/IBE	FT Interactive Data (IDSI)	Bid price received overnight	Daily by 5:30am	BDAS automatically updates prices from transmission

#### Money Market (BA's, CD's and CP's)

Service	Vendor	Day/Time of Receipt	DBAS Updated	Comments
Ratings	S&P, Moodys, & Fitch	Daily FTP download before 9:00pm	Daily by 9:30am	
Pricing	See 'Comments'	Daily by 4:30pm	Daily by 5:00pm	The Pricing Group obtains daily Bloomberg listed rates then updates the BDAS matrix

#### Muni's

Service	Vendor	Day/Time of Receipt	DBAS Updated	Comments
Prices/Remote Plus	IDSI	Weekly (Thursday by 12:00pm)	Weekly (Thursday by 12:00pm)	Pricing Group downloads portfolio securities pricing via dial-up using IDSI's Remote Plus service and Bloomberg's API Service.
Ratings	S&P, Moodys, Fitch	Daily FTP before 9:00pm	Daily by 9:30am	Additional ratings obtained from Bloomberg

#### Equities

Service	Vendor	Day/Time of Receipt	DBAS Updated	Comments
S&P 500 Listing/Remote Plus	FT Interactive Data (IDSI)	Daily dial in by 8:45am	Daily by 9:00am	Process completed by the Pricing Group
Pricing/Equities/UIT/ADR	FT Interactive Data (IDSI)	Bid price received before 5:30am	Daily by 5:30am	

#### The Depository Trust Company: Collateral for Wells Fargo repurchase agreements updated 8/12/03

Security Type	Primary Vendor
Municipal bonds	SEI (JJ Kenny), IDC, Bloomberg, broker
Domestic corporate bonds (includes medium term notes)	IDC, SEI (Merrill Lynch), Bloomberg, broker
Foreign corporate bonds	IDC, SEI (Extel), Bloomberg, broker
Government bonds	IDC, SEI (Merrill Lynch), Bloomberg, broker
Domestic equities	IDC, SEI (CMOs, MSBs, Remics - IDC), Bloomberg, broker
Foreign equities	IDC, SEI (Extel), Bloomberg, broker
Commercial Paper/CDs/Miscellaneous Assets	SEI, IDC, Bloomberg, broker
Mutual funds	SEI, IDC, Bloomberg, broker
Repo Collateral	IDC

#### DT Investment Advisers: updated 7/10/03

Security Type	Primary Vendor
Government bonds	SEI, Merrill Lynch
Corporate bonds	SEI, IDC, Mueller
Equity bonds	SEI, IDC, Mueller

# County of Fresno Treasury Investment Pool

As of September 30, 2003

## Pricing Sources

### I. Managed Assets (continued)

**Fidelity:** updated 04/17/03; prospectus 02/28/03

Fidelity performs daily mark-to-market of the holdings in the Fidelity Institutional Money Market Fund: Government Portfolio using IDC as its primary source. In addition, Fidelity manages the Portfolio in strict compliance with the rules and guidelines of Rule 2a-7 of the Investment Company Act of 1940 which governs the credit quality, maturity, and oversight of all registered money market funds.

**Morgan Stanley Dean Witter:** repurchase agreements are custodied by Bank of New York, which verifies the collateral valuation; prospectus 10/25/03

**UBS Financial Services:** repurchase agreements are custodied by JP Morgan Chase Manhattan Bank, which verifies the collateral valuation

**BlackRock Provident Institutional T Fund:** updated 3/25/03; prospectus 4/18/03

To determine T-Fund's net asset value per share, the daily valuation of portfolio securities is performed in accordance with BIMC's matrix pricing policy.

BIMC uses a matrix pricing methodology that is based on pricing tiers called matrix codes, and time cells that extend out the yield curve.

The matrix codes represent how a security trades relative to other securities of the same type. Security prices (yields) represent the bid side of the market and are indicative of where we would expect to be able to sell that security.

Prices of repurchase agreements come from Bloomberg. BlackRock also checks the data against Broker/Dealers who are major participants in specific money market areas. Meuller provides prices from Treasury bills, notes, and bonds.

Portfolio valuations are performed daily. Portfolio managers who are members of the matrix pricing team check data for accuracy. This data feeds the fund accounting system that determines the fund's net asset value per share. The variance to a \$1.00/share is noted and reported to the portfolio manager daily.

Depending on market conditions, the number of matrix codes and the spread between tiers may change. BlackRock reviews these factors periodically and change them as conditions warrant.

**Citigroup:** repurchase agreements are custodied by Bank of New York, which verifies the collateral valuation

**Wells Capital Management:** updated 07/09/03; prospectus 8/1/03

Security Type	Primary Vendor
Municipal bonds	SEI (JJ Kenny), IDC, Bloomberg, broker
Domestic corporate bonds (includes medium term notes)	IDC, SEI (Merrill Lynch), Bloomberg, broker
Foreign corporate bonds	IDC, SEI (Extel), Bloomberg, broker
Government bonds	IDC, SEI (Merrill Lynch), Bloomberg, broker
Domestic equities	IDC, SEI (CMOs, MSBs, Remics – IDC), Bloomberg, broker
Foreign equities	IDC, SEI (Extel), Bloomberg, broker
Commercial Paper/CDs/Miscellaneous Assets	SEI, IDC, Bloomberg, broker
Mutual funds	SEI, IDC, Bloomberg, broker

**Bear Stearns:** Primary dealer

**Smith Graham & Co. Investment Advisors, L.P.:** updated 10/17/02

SG& C relies on third parties for pricing securities. Currently Lehman Brothers is the pricing source for the firm's fixed income securities.

### II. Custodied Assets

**Union Bank of California, N.A.** updated 10/18/02

Vendor	Frequency	Issue
IDC/IDSI	Daily	US Government Agency, Mortgage Passthrough, Corporate Bond, CMO, Common Stock
Merrill	Daily	Corporate Bond, US Government Mortgage Passthrough, US Government Agency, US Treasury
Meuller	Daily	US Treasury, CMO, US Government Mortgage Passthrough, CPT
Matrix		Commercial Paper, Certificate of Deposit
Broker		US Government Passthrough, Municipal, Corporate, COT, Equities, MF, LP

# County of Fresno Treasury Investment Pool

As of September 30, 2003

---

## III. Non-custodied Assets

**Bank of the West:** checking account: bank-issued statement provided by the County of Fresno

**County of Fresno:** cash held in vault reported by the County of Fresno

**Local Agency Investment Fund:** LAIF statement provided by the County of Fresno











# County of Fresno Treasury Investment Pool

As of September 30, 2003

## Holdings Report by Investment Type

Cusip	Issuer	Maturity	Par Coupon	Value (\$000)	Moodys Rating	Market Price	Market Value (\$000)	Percent Portfolio (Market)	Cost Value (\$000)	Percent Portfolio (Cost)	Unrealized Gain/Loss (\$000)	Unrealized Gain/Loss (Percent)	Yield	Manager
<b>LAIF</b>														
	LAIF - TREASURY	10/01/03	1.64%	40,000	NR	100.00	40,000	2.5%	40,000	2.5%	0	0.0%	1.63%	FRESNO
		10/01/03	1.64%	40,000	NR	100.00	40,000	2.5%	40,000	2.5%	0	0.0%	1.63%	
<b>CASH</b>														
	BANK OF THE WEST	10/01/03	0.85%	25,695	NR	100.00	25,695	1.6%	25,695	1.6%	0	0.0%	0.85%	FRESNO
999999Y944	SECURED MARKET	10/01/03	0.34%	863	NR	100.00	863	0.1%	863	0.1%	0	0.0%	0.34%	WELLS
	VAULT	10/01/03	0.00%	201	NR	100.00	201	0.0%	201	0.0%	0	0.0%	0.00%	FRESNO
		10/01/03	0.83%	26,758	NR	100.00	26,758	1.7%	26,758	1.7%	0	0.0%	0.83%	
	<b>Total Portfolio</b>	10/03/04	1.93%	1,566,708		100.59	1,575,986	100.0%	1,577,344	100.0%	-1357	-0.1%	1.80%	

<sup>1</sup>All commercial paper ratings were provided by Fresno







# County of Fresno Treasury Investment Pool

As of September 30, 2003

## Holdings Report by Maturity Date

Cusip	Issuer	Maturity	Coupon	Par Value (\$000)	Moody's Rating	Market Price	Market Value (\$000)	Percent Portfolio (Market)	Cost Value (\$000)	Percent Portfolio (Cost)	Unrealized Gain/Loss (\$000)	Unrealized Gain/Loss (Percent)	Yield	Manager
<b>Over 1 Year (continued)</b>														
31344ANW0	FHLMC	03/15/07	4.88%	720	AAA	107.91	777	0.0%	760	0.0%	8	1.1%	3.12%	SGC
31344ANW0	FHLMC	03/15/07	4.88%	9,500	AAA	107.91	10,251	0.7%	10,021	0.6%	230	2.3%	3.22%	DT
31339XP40	FHLB	03/30/07	2.45%	5,700	AAA	100.09	5,705	0.4%	5,696	0.4%	9	0.2%	2.47%	FRESNO
3133MNPQ8	FHLB	05/15/07	4.88%	1,500	AAA	107.69	1,615	0.1%	1,591	0.1%	24	1.5%	3.30%	SGC
3133MNPQ8	FHLB	05/15/07	4.88%	200	AAA	107.69	215	0.0%	210	0.0%	5	2.5%	3.69%	SGC
3133MNPQ8	FHLB	05/15/07	4.88%	300	AAA	107.69	323	0.0%	309	0.0%	14	4.5%	4.17%	SGC
31339XQ00	FHLB BDS	06/19/07	2.50%	5,000	AAA	99.56	4,978	0.3%	5,000	0.3%	-22	-0.4%	2.50%	FRESNO
31282UZL4	FGLMC #M90741	07/01/07	5.00%	1,438	AAA	102.75	1,478	0.1%	1,471	0.1%	7	0.5%	4.47%	SGC
3136F3Q82	FNMA	07/16/07	2.50%	5,000	AAA	99.78	4,989	0.3%	4,992	0.3%	-3	-0.1%	2.54%	FRESNO
3136F3Q82	FNMA	07/16/07	2.50%	5,000	AAA	99.78	4,989	0.3%	4,981	0.3%	8	0.2%	2.60%	FRESNO
31282UZL4	FGMLC #M90747	08/01/07	5.50%	827	AAA	102.95	852	0.1%	866	0.1%	-5	-0.5%	4.68%	SGC
3133X03K3	FHLB BDS	08/13/07	3.00%	5,000	AAA	100.66	5,033	0.3%	5,000	0.3%	33	0.7%	3.00%	FRESNO
31282UZU4	FGLMC #M80755	09/01/07	5.50%	2,182	AAA	102.95	2,247	0.1%	2,266	0.1%	-10	-0.8%	4.60%	SGC
31344ARH0	FHLMC	09/15/07	3.50%	1,000	AAA	102.84	1,028	0.1%	1,027	0.1%	2	0.2%	2.87%	SGC
31359MPZ0	FNMA	11/15/07	3.25%	500	AAA	101.56	508	0.0%	505	0.0%	3	0.6%	3.03%	SGC
31339XYZ1	FHLB BDS JL07	12/26/07	2.50%	5,000	AAA	99.13	4,906	0.3%	4,990	0.3%	-84	-1.7%	2.55%	FRESNO
31400J5Z8	FNMA #689464	01/01/08	7.00%	637	AAA	105.55	673	0.0%	680	0.0%	-7	-1.1%	5.41%	SGC
3128X0F81	FHLMC NTS	02/12/08	3.67%	5,000	AAA	100.53	5,027	0.3%	5,065	0.3%	-38	-0.8%	3.36%	FRESNO
3133MXFT1	FHLB	03/14/08	2.75%	750	AAA	99.03	743	0.0%	761	0.0%	-19	-2.4%	2.41%	SGC
3133MXFT1	FHLB	03/14/08	2.75%	1,250	AAA	99.03	1,238	0.1%	1,209	0.1%	28	2.4%	3.52%	SGC
3128X1EB9	FHLB	06/04/08	3.25%	5,000	AAA	100.38	5,010	0.3%	5,000	0.3%	19	0.4%	3.25%	FRESNO
31339XP73	FHLB	06/30/08	2.13%	5,000	AAA	99.59	4,980	0.3%	5,000	0.3%	-20	-0.4%	2.13%	FRESNO
31339XQ56	FHLB	06/30/08	3.00%	1,350	AAA	99.22	1,339	0.1%	1,349	0.1%	-9	-0.7%	3.02%	FRESNO
31339XQ7	FHLB S/U	07/02/08	2.00%	5,000	AAA	99.07	4,948	0.3%	5,000	0.3%	-52	-1.0%	2.00%	FRESNO
3128X1QD2	FHLMC MTN1	07/09/08	3.00%	5,000	AAA	99.16	4,958	0.3%	5,000	0.3%	-42	-0.8%	3.00%	FRESNO
3128X1QD2	FHLMC MTN1	07/09/08	3.00%	5,000	AAA	99.16	4,958	0.3%	5,000	0.3%	-42	-0.8%	3.00%	FRESNO
31339YA05	FHLB BDS	07/16/08	3.08%	5,000	AAA	99.41	4,970	0.3%	4,992	0.3%	-22	-0.4%	3.11%	FRESNO
31339YR00	FHLB BDS	07/22/08	3.05%	5,000	AAA	99.28	4,964	0.3%	5,000	0.3%	-36	-0.7%	3.05%	FRESNO
3133X0808	FHLB	08/11/08	3.80%	5,000	AAA	100.78	5,039	0.3%	5,000	0.3%	39	0.8%	3.80%	FRESNO
31359MSQ7	FNMA NTS	08/15/08	3.25%	10,000	AAA	100.66	10,066	0.6%	9,688	0.6%	398	4.1%	4.00%	DT
		02/28/06		594,785		100.94	600,353	38.1%	599,112	38.0%	1,241	0.2%	2.35%	
<b>Total Portfolio</b>		<b>10/03/04</b>	<b>1.93%</b>	<b>1,566,708</b>		<b>100.50</b>	<b>1,575,686</b>	<b>100.0%</b>	<b>1,577,344</b>	<b>100.0%</b>	<b>-1,357</b>	<b>-0.1%</b>	<b>1.80%</b>	

## GLOSSARY OF TERMS

**Average Maturity** - The weighted average time to principal repayment. Useful as an approximation of a single maturity where the mean or average maturity is used to describe the life of the instrument.

**Bankers Acceptance** - Money market instrument created from transactions involving foreign trade. In its simplest form, a bankers acceptance is a check, drawn on bank by an importer or exporter of goods.

**Basis Point** - 1/100th of 1%.

**Certificate of Deposit** - A short term money market instrument representing a receipt from a bank for a deposit at a specified rate of interest for a specified period of time.

**Coupon Rate** - The annual interest paid of a fixed-income instrument.

**Commercial Paper** - Money Market instrument representing a short-term promissory note of a large corporation at a specified rate of return for a specified period of time.

**Current Yield** - A bond's coupon expressed as a percentage of the bond's market price.

**Discount Rate** - The interest rate used to translate a future value into a present value.

**Duration** - Often times referred to as Macaulay's duration is a fixed income measure of price sensitivity to changes in yields. It is calculated by taking a weighted average of the time periods to receipt of the present value of the cash flows from a fixed income instrument.

**Federal Home Loan Mortgage Corporation** - Also known as "FHLMC" and Freddie Mac. FHLMC is a Private Corporation authorized by Congress, which sells notes, participation certificates and other mortgage obligations backed by mortgage pools.

**Federal National Mortgage Association** - Also known as "FNMA" and Fannie Mae. A private corporation which buys and sells residential mortgages insured by FHA or guaranteed by VA. FNMA also issues notes, participation certificates and other mortgage obligations backed by mortgage pools.

**Government National Mortgage Corporation** - Also known as "GNMA" and Ginnie Mae. A wholly-owned U.S. government corporation. GNMA issues and guarantees mortgage-backed securities which are backed by the full faith and credit of the United States Government.

**Repurchase Agreement** - Short term collateralized loan at a specified rate for a specified period, used by large investors as an alternative for cash investments.

**Yield to Maturity** - The internal rate of return of a standard bond held to maturity.

**RATING SERVICE                      RATING CATEGORY                      RATING SUMMARY                      RATING DEFINITION**

<b>Moody's</b>	AAA AA A BAA BA B CAA CA C	Best Quality High Quality Upper-medium grade Medium grade obligations Judged to have speculative elements Lack characteristics of desirable investment Investment in poor standing Speculative in a high degree Poor prospect of attaining investment standing
<b>Moody's - Modifiers</b>	1,2,and 3	Rankings within rating category
<b>Moody's - Commercial Paper</b>	Prime-1 Prime-2 Prime-3 Not Prime	Superior ability for repayment Strong ability for repayment Acceptable ability for repayment Do not fall in top 3 rating categories
<b>Standard &amp; Poors</b>	AAA AA A BBB BB B CCC CC C C1 D	Highest rating Strong capacity for repayment Strong capacity for repayment but less than AA category Adequate capacity for repayment Speculative Greater vulnerability to default than BB category Identifiable vulnerability to default Subordinated debt of issues ranked in CCC category Subordinated debt of issues ranked in CCC category Income bonds where no interest is paid Default
<b>Standard &amp; Poors - Modifiers</b>	(+) or (-)	Rankings within rating category
<b>Standard &amp; Poors - Commercial</b>	A-1 A-2 A-3 B C D	Highest degree of safety Timely repayment characteristics is satisfactory Adequate capacity for repayment Speculative Doubtful repayment Default



STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: December 9, 2003

---

SUBJECT:    Consideration to Adopt Resolution Authorizing                    ITEM NO. 03- 251  
                 Agreement with California Department of  
                 Education for Tech Prep Transportation Industry  
                 Sector Project, State Center Consortium

---

EXHIBIT:    Resolution

---

Background:

The Board of Trustees previously approved an Agreement with the California Department of Education to fund the Tech Prep Transportation Industry Sector Project. The focus of this project is to address the following three key components: 1) develop articulated curriculum models; 2) create multi-measure assessments; and 3) provide staff development programs for the following career pathways: Air Transportation; Land Transportation; and Water Transportation. The District has received an Amendment to the Agreement in the amount of \$123,893. The Amendment also extends the period of performance from June 30, 2003, to September 30, 2004.

Recommendation:

It is recommended that the Board of Trustees:

- a)    adopt a Resolution authorizing an Agreement with the California Department of Education, which provides for funding in the amount of \$123,892 and extends the period of performance for the Tech Prep Transportation Industry Sector Project from June 30, 2003, to September 30, 2004; and
- b)    authorize the Interim Chancellor or Vice Chancellor, Finance and Administration, to sign the Agreement on behalf of the District.

**RESOLUTION**

This Resolution must be adopted in order to certify the approval of the Governing Board to enter into this transaction with the California Department of Education for the purpose of conducting activities associated with the Tech Prep Transportation Industry Sector Project and to authorize the designated personnel to sign contract documents for the period June 30, 2003, through September 30, 2004.

**RESOLUTION**

BE IT RESOLVED that the Governing Board of the State Center Community College District authorizes entering into Local Agreement Number 2050 and that the persons who are listed below are authorized to sign the transaction for the Governing Board.

NAME	TITLE	SIGNATURE
Thomas A. Crow	Interim Chancellor	
Douglas R. Brinkley	Vice Chancellor Finance and Administration	

PASSED AND ADOPTED this 9th day of December, 2003, by the Governing Board of the State Center Community College District of Fresno County, California.

I, Patrick E. Patterson, Clerk of the Governing Board of State Center Community College District of Fresno County, California, certify that the foregoing is a full, true, and correct copy of a Resolution adopted by the said Board at a regular meeting thereof held at a regular public place of meeting and the Resolution is on file in the office of said Board.

(Clerk's Signature)

(Date)

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: December 9, 2003

---

SUBJECT: Consideration to Adopt Resolution Authorizing  
Agreement with California Department of  
Education to Create Interactive Network,  
State Center Consortium

ITEM NO. 03-252

---

EXHIBIT: Resolution

---

Background:

The State Center Consortium has recently been notified of receipt of funding to create an interactive network to house and distribute work that has resulted from contracts issued to local Tech Prep consortia from federal funds designated for producing Tech Prep Programs. The Agreement in the amount of \$165,000 is for the term October 1, 2003, through September 30, 2004.

Recommendation:

It is recommended that the Board of Trustees:

- a) adopt a Resolution authorizing an Agreement with the California Department of Education to create an interactive network with funding in the amount of \$165,000 for the period October 1, 2003, through September 30, 2004; and
- b) authorize the Interim Chancellor or Vice Chancellor, Finance and Administration, to sign the Agreement on behalf of the District.

**RESOLUTION**

This Resolution must be adopted in order to certify the approval of the Governing Board to enter into this transaction with the California Department of Education for the purpose of conducting activities associated with creating an interactive network and to authorize the designated personnel to sign contract documents for the period October 1, 2003, through September 30, 2004.

**RESOLUTION**

BE IT RESOLVED that the Governing Board of the State Center Community College District authorizes entering into Local Agreement Number 3119 and that the persons who are listed below are authorized to sign the transaction for the Governing Board.

NAME	TITLE	SIGNATURE
Thomas A. Crow	Interim Chancellor	
Douglas R. Brinkley	Vice Chancellor Finance and Administration	

PASSED AND ADOPTED this 9th day of December, 2003, by the Governing Board of the State Center Community College District of Fresno County, California.

I, Patrick E. Patterson, Clerk of the Governing Board of State Center Community College District of Fresno County, California, certify that the foregoing is a full, true, and correct copy of a Resolution adopted by the said Board at a regular meeting thereof held at a regular public place of meeting and the Resolution is on file in the office of said Board.

(Clerk's Signature)

(Date)

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: December 9, 2003

---

SUBJECT: Consideration to Authorize Cost/Resource  
Sharing Agreement with Fresno County Workforce  
Investment Board, Fresno City College

ITEM NO. 03-253

---

EXHIBIT: None

---

Background:

The State Center Community College District will enter into a Cost/Resource Sharing Agreement with the Fresno County Workforce Investment Board to operate a One-Stop System to serve customers in Fresno County. The One-Stop Workforce Connection is located at Manchester Center. The population being served is not specific, meaning that anyone has access to these services. Individuals accessing the services will be individuals looking for a job or job training. As a One-Stop partner, in lieu of a monetary contribution, members of the Fresno City College staff provide information regarding orientation and financial aid assistance for those individuals interested in attending FCC. FCC also stocks an informational kiosk with class schedules, program brochures and a computer for individuals to access class information. The term of the Agreement is from July 1, 2003, through June 30, 2004.

Recommendation:

It is recommended that the Board of Trustees:

- a) authorize entering into an Agreement with the Fresno County Workforce Investment Board to operate a One-Stop System to assist individuals looking for a job or job training;
- b) authorize renewal of the Agreement with similar terms and conditions; and
- c) authorize the Interim Chancellor or Vice Chancellor, Finance and Administration, to sign the Agreement on behalf of the District.

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: December 9, 2003

---

SUBJECT: Consideration to Donate Surplus Hay  
Equipment to El Capitan High School

ITEM NO. 03-254

---

EXHIBIT: None

---

Background:

Approximately ten years ago, Reedley College's Agriculture and Natural Resources Department farmed over 100 acres of oat and alfalfa hay on District farm property. Since that time, most of this acreage has been converted to tree fruit. Reedley College continues to farm less than 10 acres of hay as a teaching demonstration block for plant science students. Among the main reasons for making a switch in production from hay to tree fruit was the high cost to maintain and upgrade the hay equipment used to farm the 100+ acres. The Ag Program at Reedley College currently has both a 1970's self-propelled swather and a hay wagon. As part of a Mechanized Agriculture Grant, Reedley College will be replacing this large self-propelled swather with an appropriate sized PTO-driven swather. The hay wagon has not been used in more than ten years and will not be replaced due to the small number of acres in production.

The administration is recommending that these obsolete items be donated to El Capitan High School in Lakeside, California. This equipment could be reconditioned and used for their unique Supervised Agricultural Experience (SAE) project, which annually farms 600 acres of student projects in hay production. El Capitan High School has enrolled a number of students in Reedley's Ag Program and this donation of equipment would strengthen Reedley College's relationship with the high school. El Capitan High School has agreed to pay for transportation of the equipment to their facility at no cost to Reedley College or the District.

Authority for this process is granted through Education Code section 81450.5 which allows a community college district to donate any personal property belonging to the district if: a) the property is not required for school purposes and should be disposed of for purposes of replacement; b) the property is donated to a school district that had an opportunity to examine the property; and c) the receipt of the property would not be inconsistent with any technology plan of the recipient district.

Recommendation:

It is recommended that the Board of Trustees authorize disposal of District Surplus Hay Equipment, located at Reedley College, via donation to El Capitan High School in Lakeside, California, in accordance with applicable codes and policy.

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: December 9, 2003

---

SUBJECT: Consideration of Bids,  
Construction of Water Improvements,  
Reedley College

ITEM NO. 03-255

---

EXHIBIT: None

---

Background:

Bid #0304-13 is for the work necessary to provide upgrades to the water system at Reedley College. The work of this project includes the removal and replacement of water valves, valve boxes and lids, as well as related asphalt and concrete modifications. Advantages of this project will include the isolation of the domestic water system to various areas and buildings on the campus to help with future repair and replacement projects. This project is scheduled for completion during the winter break.

Funding for this project will be provided by 2003/04 Scheduled Maintenance and Repair Funds for Reedley College. The engineer's estimate for this project is \$70,000.00. Bids were received from three (3) contractors as follows:

<u>Bidder</u>	<u>Award Amount</u>
<b>Hobbs Construction</b>	<b>\$ 64,861.00</b>
HPS Mechanical, Inc.	\$ 72,520.00
American Air Company, Inc.	\$168,700.00

Fiscal Impact:

\$64,861.00 – 2003/04 Scheduled Maintenance and Repair Funds for Reedley College

Recommendation:

It is recommended that the Board of Trustees award Bid #0304-13, in the amount of \$64,861.00, to Hobbs Construction, the lowest responsible bidder for Construction of Water Improvements at Reedley College, and authorize the Interim Chancellor or Vice Chancellor, Finance and Administration, to sign an Agreement on behalf of the District.

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: December 9, 2003

---

SUBJECT: Public Hearing on the District's Initial  
Proposal to the Part-Time Faculty Contract  
Reopener Presented by State Center Federation  
Local 1533, CFT/AFT, CIO/AFL

ITEM NO. 03-256

---

EXHIBIT: None

---

Background:

Government Code Section 3547 sets forth the "sunshine" provisions of the Rodda Act. The Board is required to hold public hearings on the initial proposals of the employee group and those of the Board. The Public Hearing for the State Center Federation of Teachers Part-Time Faculty Initial Proposal was held on November 4, 2003. The District's Initial Proposal to the Part-Time Faculty is as follows:

The collective bargaining proposal submitted herein by the State Center Community College District Board of Trustees is expressly pursuant to the Educational Employment Relations Act and Article I, TERM OF AGREEMENT and ARTICLE V WAIVER OF BARGAINING, of the current Collective Bargaining Agreement between the parties. It is the intention of the State Center Community College District Board of Trustees to bargain in good faith over the proposals submitted by the respective parties.

Any article or section proposed for amendment by the Exclusive Representative in accordance with Article I, shall be deemed herein to remain unchanged in the Collective Bargaining Agreement unless otherwise expressly stated.

**ARTICLE I**  
**TERM OF AGREEMENT**

ARTICLE I, TERM OF AGREEMENT, shall remain unchanged except for the following amendment:



This Agreement between the State Center Community College District (District) and the State Center Federation of Teachers, Local 1533, CFT/AFT, AFL-CIO (Federation) covering part-time faculty members (hereinafter also referred to as part-time academic employees, unit members) is effective July 1, ~~2002~~ 2003 or on the date the Agreement is ratified and approved by both parties, whichever is later, and will remain in full force and effect through ~~June 30, 2005~~ June 30, 2006.

## **ARTICLE V** **WAIVER OF BARGAINING**

ARTICLE V, WAIVER OF BARGAINING, shall remain unchanged except for the following amendments:

### Section 2.

The District and Federation agree that except as expressly set forth herein, this contract shall not be subject to reopening on any item for the duration of the Agreement unless mutually agreed to by the parties. Neither party is obligated to agree to reopen this contract except as stated herein, and any agreement to reopen this contract must be signed in writing by both parties. The contract will run through June 30, ~~2005~~ 2006. The Federation's initial proposals for the ~~2005-2006~~ 2006-2007 school year will be presented to the Board of Trustees no earlier than ~~January 1, 2005~~ the later date of when the State of California budget is signed into law for the 2006-2007 school year and the District's budget is adopted.

### Section 3. Reopener Negotiations

The District and the Federation agree to reopen salary negotiations and ~~two (2) articles of choice by each party~~ for the ~~2003-2004~~ 2004-2005 and ~~2004-2005~~ 2005-2006 school years. The Federation's initial proposal for the ~~2003-2004~~ 2004-2005 and ~~2004-2005~~ 2005-2006 school years will be presented to the Board of Trustees no earlier than ~~August 1, 2003 and August 1, 2004~~ the later date of when the State of California budget is signed into law and the District's budget is adopted in each respective year.

**ARTICLE XV**  
**COMPENSATION**

ARTICLE XV, COMPENSATION, shall remain unchanged except for the following amendment:

- Section 1. Salary      Compensation for members of the part-time faculty bargaining unit shall include but not be limited to:
- 1.1 Salary as memorialized in the existing Agreement
  - 1.2 Class Advancement
  - 1.3 Salary-Fringe Impact
  - 1.4 Additional costs as related to the implementation of the Agreement

**The District is currently uncertain as to whether it will receive its full funding for the 2003-2004 school year due to ongoing state budget developments. As a result, the District is unable to propose a compensation offer until it has sufficient information regarding the District's budget for 2003-04.**

Fiscal Impact:

To be determined.

Recommendation:

A public hearing for the purpose of presenting the District's Initial Proposal to the Part-Time Faculty Contract Reopener should be conducted at this time. Following the open comment period no Board action is necessary.

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: December 9, 2003

---

SUBJECT: Consideration to Approve the 2004-2007  
District Strategic Plan

ITEM NO. 03-257

---

EXHIBIT: None

---

Background:

At the November 4, 2003, Board meeting, the administration provided an overview of the strategic planning process and a draft copy of the 2004-2007 District Strategic Plan for the Board's review. Upon approval of the Strategic Plan by the Board of Trustees, an implementation plan for the completion of each goal will be established.

Recommendation:

It is recommended that the Board of Trustees approve the 2004-2007 District Strategic Plan as presented.

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: December 9, 2003

---

SUBJECT: Consideration to Appoint Associate Dean of  
Instruction -Humanities Division, Fresno City  
College

ITEM NO. 03-258

---

EXHIBIT: None

---

Background:

The District conducted a search to fill the position of Associate Dean of Instruction - Humanities Division at Fresno City College. There were sixty-two applicants for this position. Final interviews were conducted on November 14, 2003. The Interim Chancellor is recommending that Michael Roberts be appointed as Associate Dean of Instruction –Humanities Division at Fresno City College. Mr. Roberts received his Bachelor’s Degree in English from the University of California, Davis and his Master’s Degree from California State University, Fresno. He began teaching as a high school English teacher at Woodland Unified School District in 1984 and went on to teach at Firebaugh High School from 1984 through 1992. Mr. Roberts became a full-time English instructor at Fresno City College in 1992. In 1998 he became Supervisor of Student Teachers at Fresno Pacific University. During his tenure at Fresno City College, he has served on numerous college and district committees. During the past five months Mr. Roberts has served as the Academic Senate President at Fresno City College.

Recommendation:

It is recommended that the Board of Trustees appoint Michael Roberts as Associate Dean of Instruction – Humanities Division at Fresno City College with placement on the management salary schedule at Range 62, Step 2 (\$7,559.27 per month) effective January 2, 2004.