Merced College
Merced Community College District
3600 M Street
Merced, CA 95348

Substantive Change Proposal

Addition of Courses that Constitute 50% or More of a Program Offered Through Distance Learning

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SUBSTANTIVE CHANGE PROPOSAL
DISTANCE LEARNING
MERCED COLLEGE
MERCED COMMUNITY COLLEGE DISTRICT

A & B. DESCRIPTION OF PROPOSED CHANGE AND REASONS FOR IT

Merced College, along with many other institutions of higher education, began offering distance education classes to meet the needs of its student population who are increasingly experiencing competing priorities of work, family and college. A report released by the United States General Accounting Office in September 2002 indicated that distance education students differ from other postsecondary students in that they tend to be older, more likely to be employed full-time and attending school part-time.[1] Despite increased demands on their time, today's students benefit due to the proliferation of computer and Internet technologies that make the asynchronous nature of Distance Education a viable option for completing their educational goals. In addition to the competing demands students experience, many Merced students live in rural areas where travel to the main campus of Merced College is prohibitive. In fact, Merced College serves a largely rural area with District boundaries that include all of Merced County and parts of Madera and Fresno Counties, and the area served by the Los Banos Unified School District. A majority of course offerings are held at the main campus in Merced; however, the college has been offering distance education and hybrid classes in order to serve its population that is deterred from taking classes at the main campus or off-site centers because of distance. The attached map shows the vast expanse of the District's 2380 square mile service area (Attachment 1).

In keeping with the nationwide trend, Merced College began offering classes at a distance some years ago and has recently determined that these classes have increased to the point where the Accrediting Commission would consider this change to be substantive in nature. As of 2008 Merced College offered 71 distance education and hybrid[2] courses (Attachment 2). Because of the growth in distance education and hybrid offerings, Merced College undertook an analysis of its courses that are offered via this modality in the fall of 2008. This analysis revealed that students may complete 50% or more of the Merced College Associate Degree Breadth Requirement (2008-2009) as well as the California State University (CSU) Breadth Requirements (effective 2007) distance education. Additionally, students majoring in history may complete 50% or more of the major requirements for an Associate Degree distance education. Both General Business and Management Information Systems offer a significant number of units for the degree requirement though not yet 50% (Attachment 3). This situation precipitates the need for a Substantive Change Proposal requesting the Accrediting Commission for Community and Junior Colleges (ACCJC) to approve this delivery mode as prescribed by ACCJC's policies.

[1] United States General Accounting Office Testimony before the Committee on Health, Education, Labor and Pensions, U.S. Senate, September 26, 2002.
[2] Hybrid courses have some combination of online and face-to-face instruction.

The courses offered at a distance are under the jurisdiction of Merced College and part of the Merced Community College District's Educational Master Plan to distribute educational opportunities in areas where students have the ability to benefit. Consequently, these classes preclude the need to travel to the main campus or off campus centers and are offered in an asynchronous mode providing anytime, anyplace access to higher education.

Relationship to College Mission and Vision

Coursework offered via a distance support the Mission and Vision of the College and its commitment to serving students with challenging educational opportunities in a supportive environment, and fostering an environment of respect and support for diversity (Attachment 4). Distance education directly increases the public's access to higher education in Merced's service area. As a part of fulfilling the Mission and Vision of the College regarding course offerings, students are able to obtain general education for transfer to universities and the completion of much of the College's Associate Degree Breadth Requirements. The College provides online registration and bookstore services as well as online counseling.

Rationale for Change

The Merced Community College District serves a student population whose lives are complex and demanding and reside in a large geographic region which is primarily rural and agricultural in nature. The asynchronous nature of distance education classes provides these students with educational opportunities that work with their schedules. Additionally, because the District's service area is so widespread students experience transportation challenges that are overcome by taking distance education courses. The District's administration has thus recognized that the region would be best served by distributing educational opportunities in an economically feasible manner by offering courses via a distance. This approach supports the District's commitments as stated in the Vision 2020 statement which is contained in the Educational/Facilities Master Plan: In Cadence With The Future 2001-2020 (Attachment 5).

C. PLANNING PROCESS DESCRIPTION

Relationship to College Mission

Distance education offerings support the Merced Community College District's stated philosophy to encourage active participation in a democratic society by providing educational opportunities for all who qualify and can benefit. The educational services provided by the College enhance the cultural, economic and social life of the community and respond to its changing needs.

Needs and Resources Assessment

Distance education offerings give Merced College a vehicle for serving and providing access that is convenient to students and without which they might not be able to attempt college course work. The courses provide general education leading to completion of breadth requirements for the Associate in Arts Degree as well as the breadth requirements for transfer to the California State Universities. Merced College has allocated the resources necessary to support its distance education offerings and this is further explained in section D.

Anticipated Effect on the College

The distance education program should increase the number of certificates and degrees awarded by the College by broadening access within its student service area. Total college enrollment should increase as students enroll in distance education courses instead of abandoning their educational goals.

Intended Improvements

The intended improvement for Merced College in developing and offering distance education courses is that it provides the College with the capacity to serve the far reaching edges of the community as well as serving students whose life demands prevent them from physically attending classes at the times they are offered on the main campus or its sites.

Description of Preparation Process

Merced College programs are developed following a standard protocol. The planning process for programs and curriculum includes:

- Instructional program review for each program on a regular basis.
- Instructional Master Planning Committee that accepts five-year plans from the division.
- Educational Master Planning Committee that oversees the planning for all areas of the campus: instruction, technology, facilities, student services, and administration.
- Curriculum Committee that approves individual courses for each program on a six-year cycle and that approves any changes or creation of new programs prior to Board approval.
- A separate approval process for all courses offered distance education which includes the requirement that faculty members complete a Distance Learning Questionnaire (Attachment 6).

- Board of Trustees approval of all courses and programs.
- Chancellor's Office approval for all new programs.

All courses follow a rigorous approval process through the Curriculum Committee. Transfer courses are submitted through the articulation process for approval for IGETC (Intersegmental General Education Transfer Credit), CSU Breadth (California State University), and US-TCA (University of California Transfer Credit Approval). If a course is not approved for transfer, the faculty are notified and offered the option to redesign the course. Courses designed for transfer are offered only if they have prior approval for transfer credit from the four-year institutions of higher education.

D. EVIDENCE OF ADEQUATE RESOURCES

Faculty, Management, and Support Staffing

Faculty: The faculty members assigned to teach distance education courses are members of academic divisions, possess the required minimum qualifications and are evaluated using the same process as that used for faculty teaching non-distance courses. Faculty teach Distance Education as part of their contractual load and funds are allocated through the regular College budget processes. Attachment 8 shows teaching loads for Distance Education faculty from 2003, when the College first offered Distance Education courses, to the fall semester 2008. A full-time faculty trainer is also assigned to support the Distance Education Program.

Management: Merced College has a full time Instructional Dean who has as one of her responsibilities the oversight and coordination of Distance Learning (Attachment 7).

Support staff: Distance education services are provided in counseling and the bookstore and those staff members are hired and evaluated through regular college processes. In addition to a manager responsible for Distance Education and a full-time faculty trainer, the College provides a full-time help desk support. The budget for these support staff are found in Attachment 8.

Equipment and Facilities

The College dedicates adequate resources to support the Distance Education Program. In particular the College has dedicated resources for the hosting, licensing, and training associated with the use of the Blackboard course management system needed to offer Distance Education courses. The budget for these costs is found in Attachment 8.

Technical resources such as computer servers and Internet access are supported as described in the Merced College 2004 Accreditation Self Study (Standard III, page 20):

> A variety of funding sources are used to meet equipment needs for distance education delivery modes. These sources vary and include funds from State Instructional Equipment, Title V Hispanic Serving Institutions Activity II, Vocational and Technical Education Act, Telecommunications and Technology Infrastructure program as well as other categorical and district resources. These funding sources cover the acquisition of servers, telecommunications costs, computers in laboratories for student use, software at the server and local computer levels, appropriate training, and computer systems for faculty use.

Long Term Fiscal Resources

Staff salaries and technical resources are funded by Merced College through the existing College budget allocation process.

Achievement Monitoring Plan

Evaluation and monitoring of the distance education program is conducted through the existing curriculum process that Merced College has established for all courses and programs.

The curriculum process at Merced College is the primary means by which student learning outcomes at the course and program level are determined. The Curriculum Committee is comprised primarily of faculty, with input from the Articulation/Matriculation Coordinator, Research Analyst, Vice President of Instruction, and Instructional Deans. All courses are scrutinized for compliance with Title V regulations, Education Code, Matriculation regulations, and articulation needs.

The course description includes the student learning outcomes and a description of the methods of instruction, as well as a course outline, required textbooks, assignments outside of class, and methods of evaluation. This process pertains to all courses offered whether on campus or via a distance.

Additionally, students complete a survey during three semesters when the course is in the experimentation phase asking about their satisfaction with the learning experience (Attachment 9).

E. Evidence of Necessary Internal and External Approvals

Evidence of Governing Board Action

The Merced College Board of Trustees approves all courses offered by the District including those offered via a distance.

Before a course is presented to the Board for approval it has been subjected to a rigorous approval process through the Curriculum Committee including a separate approval process for Distance Education courses. Additionally, before reaching the Board, transfer courses are submitted through the articulation process for approval for IGETC (Intersegmental General Education Transfer Credit), CSU Breadth (California State University), and US-TCA (University of California Transfer Credit Approval).

The Merced College Board approved this Substantive Change Report at its November 2008 meeting (Attachment 10).

F. ACCREDITATION ELIGIBILITY REQUIREMENTS

Offering courses via a distance will not alter the College's ongoing ability to meet accreditation eligibility requirements in the following areas:

1. Authority

   Merced College is authorized or licensed to operate as an educational institution and to award degrees by an appropriate governmental organization or agency as required by each of the jurisdictions or regions in which it operates, reference California Code of Regulations, Title V, division 6. The offering of courses at a distance falls within this authority. The College is accredited by the Western Association of Schools and Colleges and is part of the California Community Colleges system.

2. Mission

   Merced College's educational mission is clearly defined, adopted, and published by its governing board consistent with its legal authorization, and is appropriate to a degree-granting institution of higher education and the constituency it seeks to serve. Serving students via a distance is consistent with the mission of the College.

3. Governing Board

   Merced College has a functioning governing board responsible for the quality and integrity of the College and for ensuring that the College's mission is being carried out. Its membership is sufficient in size and composition to fulfill all board responsibilities. The governing board is an independent policy-making body capable of reflecting constituent and public interest in board activities and decisions. The Board supports offering classes at a distance. None of its board members has any employment, family, ownership, or other personal financial interest in Merced College.

4. Chief Executive Officer

   Merced College has a chief executive officer who is appointed by the governing board, and whose primary responsibility is to the College. The chief executive officer supports offering classes at a distance.

5. Administrative Capacity

   Merced College has sufficient staff, with appropriate preparation and experience to provide the administrative services necessary to support its mission and purpose. The Distance Education Program is coordinated by an Instructional Dean who is responsible for its oversight.

6. Operational Status

   Merced College is operational, with students actively pursuing its degree programs. Courses offered via a distance rely on technology as a delivery mode, but are equivalent to existing courses and programs.

7. Degrees

   A substantial portion of Merced College's educational offerings are programs that lead to degrees, and a significant proportion of its students are enrolled in them. Courses offered via a distance are the same as those currently offered by the College at its main campus.

8. Educational Programs

   Merced College's principal degree programs are congruent with its mission, are based on recognized higher education field(s) of study, are of sufficient content and length, and are conducted at levels of quality and rigor appropriate to the degrees offered. A significant number of its degree programs are of two academic years in length. Courses offered at a distance are the same as courses offered at the main campus and facilitate degree completion.

9. Academic Credit

   Merced College awards academic credits based on generally accepted practices in degree-granted institutions of higher education. Merced College is governed by the statutory and system regulatory requirements of the California Community College's Chancellor's Office. The College follows the Chancellor's Office's requirements for the awarding of academic credit. It provides appropriate information regarding the award of academic credit in its catalog. The award of credit is the same for courses offered at a distance. The Merced College administration is aware of the new accreditation requirement that institutions "have processes through which the institution establishes that the student who registers in a distance education course or program is the same student who participates in and completes the program and receives academic credit."[3] Merced College has begun exploring options that will accomplish this new requirement.

10. Student Learning and Achievement

    Merced College defines and publishes for each program the program's expected student learning and achievement outcomes. The student learning and achievement outcomes are the same for courses offered via a distance and undergo regular and systematic assessment to insure that students who complete distance education programs achieve the stated student learning and achievement outcomes.

11. General Education

    Merced College defines and incorporates into all of its degree programs a substantial component of general education designed to ensure breadth of knowledge and promote intellectual inquiry. The general education component includes demonstrated competence in writing and

[3] Pursuant to memo dated September 24, 2000, from Barbara Beno, President of Accrediting Commission for Community and Junior Colleges.

computational skills and an introduction to some of the major areas of knowledge. Degree credit for general education programs is consistent with levels of quality and rigor appropriate to higher education. The distance education course offerings include general education requirements.

12. Academic Freedom

Merced College's faculty and students are free to examine and test all knowledge appropriate to their discipline or area of major study as judged by the academic/educational community in general. Merced College maintains an atmosphere in which intellectual freedom and independence exist. Academic Freedom applies to those involved in distance education courses and programs.

13. Faculty

Merced College has a substantial core of qualified faculty with full-time responsibility to the College. The core is sufficient in size and experience to support all of the College's educational programs. A clear statement of faculty responsibilities is provided to all faculty. Distance education classes are taught by qualified faculty.

14. Student Services

Merced College provides for all of its students appropriate student services and development programs consistent with student characteristics and the College's mission. The College has online access to applications for admission, registration and financial aid. Merced College utilizes Accuplacer, an online student assessment product. Students must complete the assessment in a proctored environment. Locations include the Merced and Los Banos Campuses, and all area high schools. Prospective students from outside the district may provide alternative assessment documentation, including products approved by the California Community Colleges Chancellor's Office.

15. Admissions

Merced College has adopted and adheres to admission policies consistent with its mission that specify the qualifications of students appropriate for its programs. Enrollment in distance education courses follows the same statutes and Board Policies as for traditional courses.

16. Information and Learning Resources

Merced College provides specific long-term access to sufficient information and learning resources and services to support its mission and all of its educational programs. Library resources are available online for students who are enrolled in distance education courses.

17. Financial Resources

Merced College possesses a funding base, financial resources, and plans for financial development adequate to support its mission and educational programs and to assure financial stability. The College has made a commitment to fund offering courses at a distance.

18. Financial Accountability

Merced College regularly undergoes and makes available to the Chancellor's Office and the public an external financial audit by certified public accountants. Merced College submits a copy of the current budget and a copy of the current audited financial statement prepared by an outside certified public accountant that has no other relationship to Merced College. The audit is certified and any exceptions explained. The audit covers both the cost and income generated by distance education courses.

19. Institutional Planning and Evaluation

Merced College provides evidence of basic planning for the development of the College. The College has a planning process which identifies and integrates plans for academic personnel, learning resources, facilities, and financial development, as well as procedures for program review and institutional improvement.

Merced College systematically evaluates and makes public how well and in what ways it is accomplishing its purposes, including assessment of student learning outcomes and documentation of institutional effectiveness. The offering of distance education courses is included in the College's Educational/Facilities Master Plan and courses are regularly evaluated.

20. Public Information

Merced College publishes in its catalog, and in other appropriate places, accurate and current information that describes its purposes and objectives; admission requirements and procedures; rules and regulations directly affecting students; programs, courses, degrees offered and degree requirements; costs and refund policies; complaint and grievance procedures; academic credentials of faculty and administrators; and other items related to attending or withdrawing from the College. The policies and procedures are the same for distance education courses.

21. Relations with the Accrediting Commission

The governing board provides assurance that Merced College adheres to the eligibility requirements, accreditation standards and policies of the Commission. The College describes itself in identical terms to all its accrediting agencies, communicates any changes in its accredited status, and agrees to disclose information required by the Commission to carry out its accrediting responsibilities. The completion of this Substantive

Change Proposal is in accordance with the College's commitment to the Commission.

G. ACCREDITATION STANDARDS AND RELEVANT COMMISSION POLICIES

Standard 1: Institutional Mission and Effectiveness

- Mission: The College has a mission and vision statement that includes a commitment to serving all students capable of benefiting from community college instruction, preparing students for transfer and training, and providing for cultural, educational, economic development and technological needs (Attachment 4). The mission statement is reviewed periodically using the College's shared governance processes.

- Improving Institutional Effectiveness: The College has a regular program review process in place for all instructional and student services programs, as well as an annual educational master plan process. Distance education is considered in all planning processes. In addition, the Merced Research Office gathers and provides data for analysis on the success of all students, including those enrolled in courses offered at a distance.

Standard 2: Student Learning Programs and Services

- Instructional Programs: Program Review is in place to systematically assess the currency of curriculum and teaching methodologies of both traditional and distance education courses. Distance education courses are offered experimentally for several semesters and are subjected to special evaluation procedures before being approved as permanent distance education courses.

- Curriculum: Distance education courses are part of the College's approved curriculum and support general education and transfer and appropriate vocational education missions. Future curriculum will be designed and delivered by College faculty in accordance with curricular guidelines established by the College though its faculty senate.

- Student Support Services: The College recruits and admits diverse students who can benefit from its distance education course offerings. Distance education services currently include enrollment, fee payment, and financial aid. Counseling, bookstore and library services are available online; however, students must travel to the main campus for assessment services.

- Library and Learning Support Services: The Merced College Library offers online resources for its distance education students. Of course, students may also access services at the main campus.

Standard 3: Resources

- Human Resources: All full time and adjunct faculty teaching distance education courses meet state and district minimum qualifications to be eligible to teach in their disciplines. Faculty must follow the course outline of record insuring consistency among sections. All personnel are treated equitably, evaluated regularly and systematically and are provided with staff development opportunities.

- Physical and Technology Resources: One of the advantaged of distance education is a reduction in the need for physical space. Merced College provides facilities and adequate technological resources to support its distance education offerings.

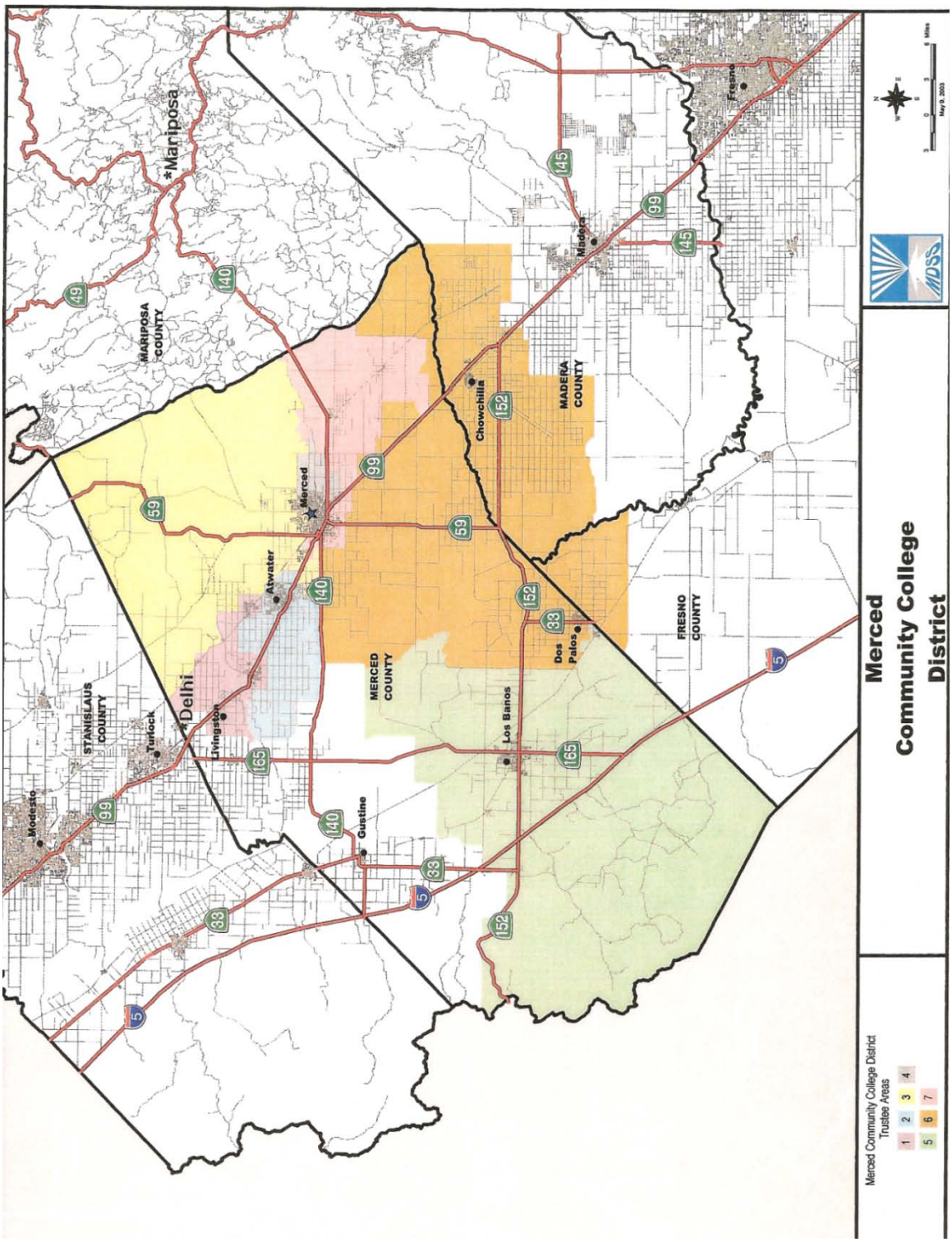
- Financial Resources: The College and District's financial planning and budget processes provide sufficient and stable support for the continuance of offerings at a distance. Processes allow for resources to grow as the program grows.

Standard 4: Leadership and Governance

- Decision-Making Roles and Processes: The Instructional Dean responsible for distance education actively participates in the appropriate governance and operational committees and processes required to support the distance education program.

- Board and Administrative Organization: Distance education is offered within the required governing board policies and regulations.

Attachment 1
Boundary Map



SPRING 2008 MERCED COLLEGE

Online and Hybrid Instruction

ONLINE and HYBRID REQUIREMENTS AND EXPECTATIONS

Hybrid courses have some combination of online and face-to-face instruction. Some courses may only require one face-to-face session, while others may require numerous in-class sessions. Online courses are 100% on line. Face-to-face interaction with the professor is not required.

Merced College Internet-based classes give students an opportunity to complete most of the course work outside the classroom at times they find most convenient.

Currently most of the Internet-based classes require some time on campus in face-to-face contact with the instructor. This requirement will vary from class to class, so read the schedule carefully.

Students must already possess the following technology skills:
- Use of email
- Ability to create and email documents as attachments (Word and RTF)
- Experience with uploading and downloading files
- Experience with posting to discussion boards, on-line chats, and electronic bulletin boards

Students must have reliable personal email and an Internet web access account. Merced College has an open computer lab where students can access the Internet to take these classes, but it is not open around the clock, on holidays, or Sundays.

It is strongly recommended that students have easy and regular access (preferably from home) to the identified types of equipment and software.

You can access faculty webpages through http://mccd.edu/faculty/. They may contain valuable information relative to your online course:

All orientations and in-class sessions for Online Instruction take place on the Merced College Main Campus located at 3600 M Street in Merced. The following is a room key for those meetings:

COM-Communications Building IAC-Interdisciplinary Academic Center LIB-Library VOC-Vocational Building

Failure to attend a mandatory orientation or in-class session may result in your being dropped from the class by the instructor. Some of the instructors require that you email them BEFORE THE CLASS BEGINS. It is highly recommended that you email the instructor for instructions several weeks before the class begins.

ONLINE and HYBRID CLASSES WILL REQUIRE A PC WITH:

800 MHz processor (1.5 GHz or higher recommended)
Super VGA (800 x 600) resolution video adapter and monitor (1024 x 768 or higher recommended)
Windows XP or Vista operating system
256 MB RAM (512 MB or greater recommended)

OR A MAC WITH:

600 MHz power PC G4 or better (1 GHz or higher recommended)
800 x 600 resolution video adapter and monitor (1024 x 768 or higher recommended)
OSX 10.3.9 or later
128 MB RAM (512 MB or greater recommended)

ALL USERS REQUIRE INTERNET ACCESS WITH:

56k modem or faster connectivity (Broadband connection such as DSL or cable recommended)
Macintosh users will need Safari 1.2 or higher
PC users will need Internet Explorer 6.0 or higher

BUS-34 INVESTMENTS AND SECURITIES
3 units: 54 hours lecture.
Advisories: ENGL-A, ENGL-41.

2309	ONLINE	Freston P & van Marle A	ARR
CONTACT:	freston.p@mccd.edu **MANDATORY** - Contact instructor prior to the beginning of class.		
ORIENTATION:	None.		
IN-CLASS SESSION:	None.		

BUS-35 MONEY MANAGEMENT
3 units: 54 hours lecture.
Advisories: CPSC-30; ENGL-A, ENGL-41; MATH-80 or MATH-83.

2301	ONLINE	Freston P	ARR
CONTACT:	freston.p@mccd.edu **MANDATORY** - Contact instructor prior to the beginning of class.		
ORIENTATION:	None.		
IN-CLASS SESSION:	None.		

CLDV-08 FAMILIES AND SOCIETIES (formerly FCSC-08)
(CSU breadth area E)
3 units: 54 hours lecture.
Advisories: ENGL-A, ENGL-41.

2314	ONLINE	Roduner S	ARR
CONTACT:	roduner.s@mccd.edu **MANDATORY** - Contact instructor prior to the beginning of class.		
ORIENTATION:	None.		
IN-CLASS SESSION:	None.		

CLDV-53 HEALTH AND SAFETY IN CHILD CARE SETTINGS
(Formerly FCSC-53)
2 units: 36 hours lecture.
Advisory: ENGL-A.

2312	ONLINE	Chappell S	ARR
CONTACT:	chappell.s@mccd.edu **MANDATORY** - Contact instructor prior to the beginning of class.		
ORIENTATION:	None.		
IN-CLASS SESSION:	None.		

COMM-05 INTERPERSONAL COMMUNICATION
(CAN SPCH 8) (CSU breadth area A1)
3 units: 54 hours lecture.
Prerequisite: ENGL-A. Advisory: ENGL-41.

2380	HYBRID	Hobbs L	ARR

CONTACT: hobbs.l@mccd.edu
ORIENTATION: **MANDATORY** - January 22, 2008; 07:00p-09:00p IAC Building, Room 124; Merced Campus.
IN-CLASS SESSION: February 19, March 18, April 15, May 13, 2008. 05:00p-07:00p in IAC-124, Merced Campus.

CPSC-01 INTRODUCTION TO MANAGEMENT INFORMATION SYSTEMS
(CAN BUS 6) [CILC areas A,B,C,D,E,F]
4 units: 54 hours lecture, 54 hours lab.
Advisories: ENGL-A, ENGL-41; MATH-C or MATH-D.

2340	HYBRID	Yanagi C	ARR

CONTACT: yanagi.c@mccd.edu
ORIENTATION: **MANDATORY** - January 18, 2008 05:00p-07:00p, VOC-115, Merced Campus.
IN-CLASS SESSION: None.

CPSC-01 INTRODUCTION TO MANAGEMENT INFORMATION SYSTEMS
(CAN BUS 6) [CILC areas A,B,C,D,E,F]
4 units: 54 hours lecture, 54 hours lab.
Advisories: ENGL-A, ENGL-41; MATH-C or MATH-D.

2328	HYBRID	Yanagi C	ARR

CONTACT: yanagi.c@mccd.edu
ORIENTATION: None.
IN-CLASS SESSION: January 14, 16, 23, 28, 30, February 4, 6, 11, 13, 20, 2008; 11:00a-02:00p; VOC-113, Merced Campus.
ONLINE SESSION: 02/21/08 to 05/23/08.

CPSC-06 PROGRAMMING CONCEPTS AND METHODOLOGY I
(CAN CSCI 22)
3 units: 2 hours lecture, 3 hours lab.
Prerequisite: MATH C. Advisories: CPSC-01; ENGL-A, ENGL-41.

2329	W	06:00p-10:00p	Yanagi C	V-113

plus 1 hour by arrangement online
CONTACT: yanagi.c@mccd.edu
ORIENTATION: None.
IN-CLASS SESSION: January 16, 23, 30, February 6, 13, 23, 2008; 11:00a-02:00p; VOC-113, Merced Campus.
ONLINE SESSION: 02/21/08 to 05/23/08.

CPSC-30 COMPUTER APPLICATIONS
[CILC areas A,B,C,D,E,F]
3 units: 36 hours lecture, 54 hours lab.
Advisories: ENGL-81, ENGL-84; AOM-50A or AOM-50B; (keyboard at a minimum of 20 GWAM), MATH-80 or MATH-83.
Students must have access to MS Office 2003, specifically the applications Word, Excel, Access and PowerPoint.

2316	ONLINE	Reintke T	ARR
2342	ONLINE	Reintke T	ARR

CONTACT: reintke.t@mccd.edu Login first day of class through the college portal at http://my.mccd.edu
ORIENTATION: None.
IN-CLASS SESSION: None.

ECON-01A INTRODUCTION TO MACROECONOMICS
(CAN ECON 2) (CSU breadth area D2)
3 units: 54 hours lecture.
Advisories: ENGL-A, ENGL-41; MATH-A.

2360	ONLINE	Johnson M	ARR

CONTACT: johnson.m@mccd.edu
ORIENTATION: None.
IN-CLASS SESSION: None.

ECON-01B INTRODUCTION TO MICROECONOMICS
(CAN ECON 4) (CSU breadth area D2)
3 units: 54 hours lecture.
Advisories: ENGL-A, ENGL-41; MATH-A.

2361	ONLINE	Johnson M	ARR

CONTACT: johnson.m@mccd.edu
ORIENTATION: None.
IN-CLASS SESSION: None.

ENGL-AL PRE-COLLEGIATE WRITING LAB
1 unit: 3 hours lab.
Two-way corequisite: ENGL-A. Advisory: AOM-50B.

2305	HYBRID	Cabezut-Ortiz D	ARR

CONTACT: cabezut-ortiz.d@mccd.edu
ORIENTATION: **MANDATORY** - January 18, 2008; 03:00p-04:00p IAC Building, Room 140; Merced Campus.
IN-CLASS SESSION: None.

ENGL-01A COMPOSITION AND READING I
(CAN ENGL 2) (CSU breadth area A2) [CILC area G]
3 units: 54 hours lecture.
Prerequisite: ENGL-A or appropriate assessment process. One-way corequisite: ENGL-41. Advisory: LRNR-30.

2326	HYBRID	Piro V	ARR

CONTACT: piro.v@mccd.edu
ORIENTATION: **MANDATORY** - January 15, 2008; 07:00p-09:00p Communications Building, Room 5; Merced Campus.
IN-CLASS SESSION: February 12, March 11, April 8, May 13, May 20(final), 2008; 07:00p-10:00p; in COMM-5, Merced Campus.

ENGL-01A COMPOSITION AND READING I
(CAN ENGL 2) (CSU breadth area A2) [CILC area G]
3 units: 54 hours lecture.
Prerequisite: ENGL-A or appropriate assessment process. One-way corequisite: ENGL-41. Advisory: LRNR-30.

2307	HYBRID	Daughdrill J	ARR

CONTACT: daughdrill.j@mccd.edu
ORIENTATION: **MANDATORY** - January 17, 2008; 07:00p-09:00p IAC Building, Room 124; Merced Campus.
IN-CLASS SESSION: March 20, May 22, 2008. 07:00p-09:00p in IAC-124, Merced Campus.

ENGL-01B INTRODUCTION TO LITERATURE
(CAN ENGL 4) (CSU breadth area C2)
3 units: 54 hours lecture.
Prerequisite: ENGL-01A.

2385	HYBRID	Mumford J	ARR

CONTACT: mumford.j@mccd.edu
ORIENTATION: **MANDATORY** - January 14, 2008; 05:30p-07:00p IAC Building, Room 124; Merced Campus.
IN-CLASS SESSION: February 13, March 5, April 2, 30, May 7, 21, 2008. 05:30p-07:00p in IAC-124, Merced Campus.

ENGL-41 COLLEGE-LEVEL READING
2 units: 36 hours lecture.
Prerequisite: ENGL-81, ENGL-A. Two-way corequisite: ENGL-41L.

2304	ONLINE	Pimentel M	ARR

CONTACT: myshel.pimentel@mccd.edu **MANDATORY** Contact the instructor prior to the beginning of class.
ORIENTATION: None.
IN-CLASS SESSION: February 5, March 4, May 6, 2008 05:00p-07:00p; in COMM-5; Merced Campus.

GUID-30 FOUNDATIONS AND STRATEGIES FOR COLLEGE SUCCESS
(CSU breadth area E)
3 units: 54 hours lecture.
Advisory: ENGL-A.

2351	ONLINE	McMillan W	ARR

CONTACT: mcmillan.w@mccd.edu or (209) 384-6048
ORIENTATION: **MANDATORY** - January 17, 2008; 06:00p-07:00p IAC Building, Room 140, Merced Campus.
IN-CLASS SESSION: None.

GUID-48 LIFE AND CAREER PLANNING
3 units: 54 hours lecture.
Advisory: ENGL-A.

2350	HYBRID	McMillan W	ARR
CONTACT:	mcmillan.w@mccd.edu		
ORIENTATION:	**MANDATORY** - January 15, 2008; 06:00p-07:00p IAC Building, Room 139; Merced Campus.		
IN-CLASS SESSION:	None		

GUID-54 FOUNDATIONS AND STRATEGIES FOR ACADEMIC RECOVERY
3 units: 54 hours lecture.
Advisories: ENGL-81, ENGL-81L, ENGL-84.

2352	HYBRID	Soto G	ARR
CONTACT:	soto.g@mccd.edu		
ORIENTATION:	**MANDATORY** - January 14, 2008; 07:00p-08:00p IAC Building, Room 140; Merced Campus.		
IN-CLASS SESSION:	None.		

HIST-04A HISTORY OF CIVILIZATION: PART I
(CSU breadth area C2/D6)
3 units: 54 hours lecture.
Advisories: ENGL-A, ENGL-41.

2335	ONLINE	Jones M	ARR
CONTACT:	jones.m@mccd.edu		
ORIENTATION:	None.		
IN-CLASS SESSION:	None.		

HIST-17A UNITED STATES HISTORY AND UNITED STATES CONSTITUTION)
(CAN HIST 8) (CSU breadth area C2/D6)
3 units: 54 hours lecture.
Advisories: ENGL-01A, ENGL-41.

2317	ONLINE	Steeley J	ARR
CONTACT:	steeley.j@mccd.edu		
ORIENTATION:	None.		
IN-CLASS SESSION:	None.		

HIST-17B UNITED STATES HISTORY AND CALIFORNIA STATE AND LOCAL GOVERNMENT
(CAN HIST 10) (CSU breadth area C2/D6)
3 units: 54 hours lecture.
Advisories: ENGL-01A, ENGL-41.

2318	ONLINE	Steeley J	ARR
CONTACT:	steeley.j@mccd.edu		
ORIENTATION:	None.		
IN-CLASS SESSION:	None.		

HIST-29 HISTORY OF CALIFORNIA
(CSU breadth area D6)
3 units: 54 hours lecture.
Advisories: ENGL-A, ENGL-41.

2337	ONLINE	Jones M	ARR
CONTACT:	jones.m@mccd.edu		
ORIENTATION:	None.		
IN-CLASS SESSION:	None.		

HIST-39ABC EXPLORING CALIFORNIA'S PAST: PRE-EUROPEAN CONTACT TO THE 20TH CENTURY
1 unit: 18 total hours
Internet/MC computer laboratory assigned activity. Advisories: ENGL-A; LRNR-30.

HIST-39A

2330	ONLINE	Jones M	ARR

HIST-39B

2331	ONLINE	Jones M	ARR

HIST-39C

2332	ONLINE	Jones M	ARR
CONTACT:	jones.m@mccd.edu		
ORIENTATION:	None.		
IN-CLASS SESSION:	None.		

LBST-10 CAREER EXPLORATION: TEACHING I
3 units: 36 hours lecture, 54 hours lab.
Limitations on enrollment: Students must obtain a fingerprint clearance and negative TB clearance. Advisories: ENGL-01A; CPSC-30; MATH-A.
Students enrolling in this section must also attend the Liberal Studies Program orientation held on Tuesday, January 15, 2008 from 05:00p-06:00p in IAC Building, Wing C, Conference Room upstairs.

2320	HYBRID	Cabezut-Ortiz D	ARR
CONTACT:	cabezut-ortiz.d@mccd.edu		
ORIENTATION:	**MANDATORY** - January 15, 2008; 06:00p-07:00p IAC Building, Wing C, Conference Room upstairs; Merced Campus.		
IN-CLASS SESSION:	TBA.		

LBST-20 CAREER EXPLORATION: TEACHING II
3 units: 36 hours lecture, 54 hours lab.
Limitations on enrollment: Students must obtain a fingerprint clearance and negative TB clearance. Prerequisite: LBST-10.
Students enrolling in this section must also attend the Liberal Studies Program orientation held on Tuesday, January 15, 2008 from 05:00p-06:00p in IAC Building, Wing C, Conference Room upstairs.

2355	HYBRID	Cabezut-Ortiz D	ARR
CONTACT:	cabezut-ortiz.d@mccd.edu		
ORIENTATION:	**MANDATORY** - January 15, 2008; 06:00p-07:00p IAC Building, Wing C, Conference Room upstairs; Merced Campus.		
IN-CLASS SESSION:	TBA.		

LRNR-30 INFORMATION COMPETENCY IN THE ELECTRONIC AGE
[CILC areas A,B,C,D,E,F,G]
3 units: 54 hours lecture.
Advisories: ENGL-A; AOM-50B.

2359	ONLINE	Walsh S	ARR
CONTACT:	walsh.s@mccd.edu **MANDATORY** - Contact instructor prior to January 18, 2008.		
ORIENTATION:	None.		
IN-CLASS SESSION:	None.		

MATH-A BEGINNING ALGEBRA
5 units: 90 hours lecture.
Prerequisite: MATH-80 or MATH-83. Advisories: ENGL-A, ENGL-41.

2303	HYBRID	Meidinger S	ARR
CONTACT:	meidinger.s@mccd.edu www.mccd.edu/faculty/stevem/		
ORIENTATION:	**MANDATORY** - January 14, 2008; 04:00p-06:00p; Math Lab, Science Building, Merced Campus Bring MyMathLab access code to orientation.		
IN-CLASS SESSION:	Midterm and Final Exam. Dates and locations to be announced.		

MATH-C INTERMEDIATE ALGEBRA
5 units: 90 hours lecture.
Prerequisite: MATH-A or MATH-B. Advisories: ENGL-A, ENGL-41.
2308 HYBRID Meidinger M ARR
CONTACT: meidinger.m@mccd.edu
www.mccd.edu/faculty/meidingerm
ORIENTATION: **MANDATORY** - January 14, 2008; 06:00p-08:00p; Math Lab, Science Building, Merced Campus
Bring MyMathLab access code to orientation.
IN-CLASS SESSION: Midterm and Final Exam. Dates and locations to be announced.

NUTR-10 NUTRITION (Formerly FCSC-10)
(CAN FCS 2) (CSU breadth area E)
3 units: 54 hours lecture.
Advisory: ENGL-A.
2347 HYBRID Pecchenino M ARR
CONTACT: pecchenino.m@mccd.edu
ORIENTATION: **MANDATORY** - January 17, 2008; 05:00p-06:00p IAC Building, Room 139; Merced Campus.
IN-CLASS SESSION: March 20, May 22, 2008. 05:00p-06:00p; GYM-2, Merced Campus.

NUTR-10 NUTRITION (Formerly FCSC-10)
(CAN FCS 2) (CSU breadth area E)
3 units: 54 hours lecture.
Advisory: ENGL-A.
2348 HYBRID Cronk L ARR
CONTACT: cronk.l@mccd.edu
ORIENTATION: **MANDATORY** - January 14, 2008; 03:30p-05:30p IAC Building, Room 139, Merced Campus.
IN-CLASS SESSION: March 10, May 19, 2008. 05:00p-07:00p, GYM-2, Merced Campus.

PHED-10F FLEXIBILITY AND CARDIOVASCULAR FITNESS
2 units: 108 hours lab.
Prerequisite/Advisory: None.
2323 HYBRID Pedretti C ARR
CONTACT: pedretti.c@mccd.edu
ORIENTATION: **MANDATORY** - January 21, 2008; 06:00p-07:00p Gym Foyer; Merced Campus.
IN-CLASS SESSION: None.

PSYC-01A INTRODUCTION TO PSYCHOLOGY
(CAN PSY 2) (CSU breadth area D9) [CILC area E]
3 units: 54 hours lecture.
Advisories: ENGL-A, ENGL-41.
2322 ONLINE Clifford J ARR
CONTACT: clifford.j@mccd.edu
ORIENTATION: None.
IN-CLASS SESSION: None.

REGN-16 PHARMACOLOGY I (Formerly REGN-13A)
2 units: 36 hours lecture.
Limitation on enrollment: Enrollment in the REGN Program. One-way corequisite: REGN-15.
2333 HYBRID Jensen T ARR
CONTACT: jensen.t@mccd.edu
ORIENTATION: **MANDATORY** - Refer to www.mccd.edu/alliedhealth/
IN-CLASS SESSION: TBA.

REGN-26 PHARMACOLOGY II (Formerly REGN-13B)
2 units: 36 hours lecture.
Limitation on enrollment: Enrollment in the REGN program 2nd semester. Prerequisites: REGN-16. One-way corequisite: REGN-25
Advisory: VOCN-46A
2334 ONLINE Cazares K ARR
CONTACT: cazares.k@mccd.edu or (209) 384-6386
ORIENTATION: **MANDATORY** - Refer to www.mccd.edu/alliedhealth/
IN-CLASS SESSION: TBA.

REGN-36 PHARMACOLOGY III (Formerly REGN-24A)
1 unit: 18 hours lecture.
Limitation on enrollment: Enrollment in the REGN program 3RD semester. Prerequisite: REGN-26. One-way corequisite: REGN-35.
2343 ONLINE Provencio G ARR
CONTACT: provencio.g@mccd.edu or (209) 381-6408
ORIENTATION: **MANDATORY** - Refer to www.mccd.edu/alliedhealth/
IN-CLASS SESSION: TBA.

REGN-46 PHARMACOLOGY IV (Formerly REGN-24B)
1 unit: 18 hours lecture.
Limitation on enrollment: Enrollment in the REGN program 4th semester. Prerequisites: REGN-36. One-way corequisite: REGN-45.
2344 HYBRID Grise R ARR
CONTACT: grise.r@mccd.edu or (209) 384-6307
ORIENTATION: **NURSING** - January 17, 2008; 06:00p-07:00p Vocational Building, Room 139, Merced Campus.
IN-CLASS SESSION: Aug 30, Sept 6 (exam only), Sept 20, September 27 (exam only), Oct 18, Oct 25 (final exam).

REGN-50 NURSING CAREER SEMINAR
.25 unit: 4.5 total hours lecture.
Prerequisite/Advisory: None.
2905 ONLINE Provencio G ARR
Dates for section 2905 are 03/10/08-03/20/08.
CONTACT: provencio.g@mccd.edu
ORIENTATION: None.
IN-CLASS SESSION: None.

REGN-50 NURSING CAREER SEMINAR
.25 unit: 4.5 total hours lecture.
Prerequisite/Advisory: None.
2906 ONLINE Spurgeon M ARR
Dates for section 2906 are 01/14/08-01/31/08.
CONTACT: spurgeon.m@mccd.edu or (209) 386-6662
ORIENTATION: None.
IN-CLASS SESSION: None.

SPAN-04 INTERMEDIATE SPANISH
(CSU breadth area C2)
5 units: 90 hours lecture.
Prerequisite: SPAN-03. Advisory: LRNR-30.
2327 HYBRID Sobalvarro-Butler N ARR
CONTACT: butler.n@mccd.edu or (209) 381-6536
ORIENTATION: **MANDATORY** - January 16, 2008; 05:00p-07:00p IAC Building, Room 124; Merced Campus.
IN-CLASS SESSION: February 20, March 19, April 16, 2008. 05:00p-07:00p in IAC-124, Merced Campus.

SPAN-35 SPANISH ACCENTUATION
1 unit: 18 hour lecture.
Limitations on enrollment: Being a heritage speaker of Spanish (A heritage speaker uses Spanish with family and friends.) **OR** SPAN-02. Prerequisite: SPAN-02.
2353 HYBRID Kreide C ARR
CONTACT: kreide.c@mccd.edu or (209) 384-6317
ORIENTATION: **MANDATORY** - January 18, 2008; 07:00p-09:00p IAC Building, Room 124; Merced Campus.
IN-CLASS SESSION: None.

TUTR-35 TUTORIAL SEMINAR
1 unit: 54 hours lab.
Advisories/prerequisites: none
2902 HYBRID Flatt S ARR
Dates for section 2902 are 02/06/08-04/16/08.
CONTACT: flatt.s@mccd.edu
ORIENTATION: **MANDATORY** - February 6, 2008; 06:00p-07:00p; IAC Building, Room 124, Merced Campus.
IN-CLASS SESSION: None.

WWW.MCCD.EDU SUMMER-FALL 2008

Online and Hybrid Instruction

ONLINE and HYBRID REQUIREMENTS AND EXPECTATIONS

- **Hybrid courses have some combination of online and face-to-face instruction. Some courses may only require one face-to-face session, while others may require numerous in-class sessions.**
- **Online courses are 100% on line. Face-to-face interaction with the professor is not required.**

Merced College Internet-based classes give students an opportunity to complete most of the course work outside the classroom at times they find most convenient.

Currently most of the Internet-based classes require some time on campus in face-to-face contact with the instructor. This requirement will vary from class to class, so read the schedule carefully.

Students must already possess the following technology skills:
- Use of e-mail
- Ability to create and e-mail documents as attachments (Word and RTF)
- Experience with uploading and downloading files
- Experience with posting to discussion boards, on-line chats, and electronic bulletin boards

Students must have reliable personal e-mail and an Internet web access account. Merced College has an open computer lab where students can access the Internet to take these classes, but it is not open around the clock, on holidays, or Sundays.

It is strongly recommended that students have easy and regular access (preferably from home) to the identified types of equipment and software.

You can access faculty web pages through http://mccd.edu/faculty/. They may contain valuable information relative to your online course:

All orientations and in-class sessions for Online Instruction take place on the Merced College Main Campus located at 3600 M Street in Merced. The following is a room key for those meetings:

COM-Communications Building IAC-Interdisciplinary Academic Center LIB-Library VOC-Vocational Building

Failure to attend a mandatory orientation or in-class session may result in your being dropped from the class by the instructor. Some of the instructors require that you e-mail them BEFORE THE CLASS BEGINS. It is highly recommended that you e-mail the instructor for instructions several weeks before the class begins.

ONLINE and HYBRID CLASSES WILL REQUIRE A PC WITH:

800 MHz processor (1.5 GHz or higher recommended)
Super VGA (800 x 600) resolution video adapter and monitor (1024 x 768 or higher recommended)
Windows XP or Vista operating system
256 MB RAM (512 MB or greater recommended)

OR A MAC WITH:

600 MHz power PC G4 or better (1 GHz or higher recommended)
800 x 600 resolution video adapter and monitor (1024 x 768 or higher recommended)
OSX 10.3.9 or later
128 MB RAM (512 MB or greater recommended)

ALL USERS REQUIRE INTERNET ACCESS WITH:

56k modem or faster connectivity (Broadband connection such as DSL or cable recommended)
Macintosh users will need Safari 1.2 or higher
PC users will need Internet Explorer 6.0 or higher

SUMMER 2008 ONLINE AND HYBRID

CLDV-02 CHILD, FAMILY AND COMMUNITY (FORMERLY CLDV-08)
(CSU breadth area E)
3 units: 54 hours lecture.
Advisories: ENGL-A, ENGL-41.

2407 ONLINE Roduner S ARR
CONTACT: For questions regarding online instruction please go to www.mccd.edu/staff/alveare/
ORIENTATION: None.
IN-CLASS SESSIONS None.

CPSC-30 COMPUTER APPLICATIONS
[CILC areas A,B,C,D,E,F]
3 units: 36 hours lecture, 54 hours lab.
Advisories: ENGL-81, ENGL-84; AOM-50A or AOM-50B; (keyboard at a minimum of 20 GWAM), MATH-80 or MATH-83.

2442 ONLINE Reintke T ARR
Dates for section 2442 are 05/27/08-07/25/08.
CONTACT: www.mccd.edu/staff/alveare/
ORIENTATION: None.
IN-CLASS SESSIONS None.
PLEASE NOTE: Must have MS Office 07 to include access.
Student is required to purchase a text book.

SUMMER-FALL 2008 — MERCED COLLEGE

CPSC-49OL INTRODUCTION TO ONLINE LEARNING-ADVANCED
1/2 unit: 27 hours lab.
Advisory: ENGL-A.

2402	ONLINE	Yanagi C	ARR
CONTACT:	www.mccd.edu/staff/alveare/		
ORIENTATION:	None.		
IN-CLASS SESSIONS	None.		

GUID-30 FOUNDATIONS AND STRATEGIES FOR COLLEGE SUCCESS
(CSU breadth area E)
3 units: 54 hours lecture.
Advisory: ENGL-A.

2411	ONLINE	McMillan W	ARR
CONTACT:	mcmillan.w@mccd.edu; Registered students contact instructor prior to 06-16-08.		
ORIENTATION:	None.		
IN-CLASS SESSIONS	None.		

GUID-54 FOUNDATIONS AND STRATEGIES FOR ACADEMIC RECOVERY
3 units: 54 hours lecture.
Advisories: ENGL-81, ENGL-81L, ENGL-84.

2403	ONLINE	Soto G	ARR
CONTACT:	soto.g@mccd.edu; Registered students contact instructor prior to 06-16-08.		
ORIENTATION:	None.		
IN-CLASS SESSIONS	None.		

HIST-17A UNITED STATES HISTORY AND UNITED STATES CONSTITUTION)
(CAN HIST 8) (CSU breadth area C2/D6)
3 units: 54 hours lecture.
Advisories: ENGL-01A, ENGL-41.

2405	ONLINE	Steeley J	ARR
CONTACT:	steeley.j@mccd.edu		
ORIENTATION:	None.		
IN-CLASS SESSIONS	None.		

HIST-17B UNITED STATES HISTORY AND CALIFORNIA STATE AND LOCAL GOVERNMENT
(CAN HIST 10) (CSU breadth area C2/D6)
3 units: 54 hours lecture.
Advisories: ENGL-01A, ENGL-41.

2406	ONLINE	Steeley J	ARR
CONTACT:	steeley.j@mccd.edu		
ORIENTATION:	None.		
IN-CLASS SESSIONS	None.		

MATH-C INTERMEDIATE ALGEBRA
5 units: 90 hours lecture.
Prerequisite: MATH-A or MATH-B. Advisories: ENGL-A, ENGL-41.

2408	HYBRID	Meidinger M	ARR
CONTACT:	See web site www.mccd.edu/faculty/meidingerm/		
ORIENTATION:	MANDATORY-June 2, 2008; 09:00a-11:00a; SCI-201 (Math Lab) Bring required class material.		
IN-CLASS SESSION	Midterm: June 30, 2008; 09:00a-11:00a; SCI-203. Final: July 21, 2008; 09:00a-11:00a; SCI-203.		

NUTR-10 NUTRITION) (Formerly FCSC-10)
(CAN FCS 2) (CSU breadth area E)
3 units: 54 hours lecture.
Advisory: ENGL-A.

2401	HYBRID	Pecchenino M	ARR
CONTACT:	www.mccd.edu/staff/alveare/		
ORIENTATION:	MANDATORY-June 16, 2008; 05:00p-07:00p; IAC-139		
IN-CLASS SESSIONS	None.		

FALL 2008 ONLINE AND HYBRID

BUS-34 INVESTMENTS AND SECURITIES
3 units: 3 hours lecture.
Advisories: BUS-35; CPSC-30; ENGL-A, ENGL-41; MATH-80 or MATH-83.

2521	ONLINE	Freston P & vanMarle A	ARR
CONTACT:	freston.p@mccd.edu - Registered students must contact instructor prior to 08-18-08.		
ORIENTATION:	None.		
IN-CLASS SESSIONS	None		

BUS-35 MONEY MANAGEMENT
3 units: 3 hours lecture.
Advisories: CPSC-30; ENGL-A, ENGL-41; MATH-80 or MATH-83.

2501	ONLINE	Freston P	ARR
CONTACT:	freston.p@mccd.edu - Registered students must contact instructor prior to 08-18-08..		
ORIENTATION:	None		
IN-CLASS SESSIONS	None		

CLDV-01 CHILD GROWTH AND DEVELOPMENT (Formerly CLDV-29)
(CAN FCS 14)
3 units: 3 hours lecture.
Advisory: ENGL-A.

2529	HYBRID	Fritzemeier M	ARR
CONTACT:	http://www.mccd.edu/staff/alveare/		
ORIENTATION:	MANDATORY-August 21, 2008; 06:00p-07:00p; IAC-139.		
IN-CLASS SESSIONS	September 2, 2008; 06:00p-08:00p; LIB-202; October 7, 2008; 06:00p-08:00p; IAC-124		
FINAL EXAM:	December 16, 2008; 06:00p-08:00p; IAC-124		

CLDV-02 CHILD, FAMILY AND COMMUNITY (formerly CLDV-08)
(CSU breadth area E)
3 units: 3 hours lecture.
Advisories: ENGL-A, ENGL-41.

2530	ONLINE	Roduner S	ARR
CONTACT:	www.mccd.edu/staff/alveare/ for access instructions		
ORIENTATION:	None.		
IN-CLASS SESSIONS	None.		

CLDV-03 INTRODUCTION TO EARLY CHILDHOOD EDUCATION
(Formerly CLDV-31)
3 units: 3 hours lecture.
One-way corequisite: CLDV-01. Advisory: ENGL-A.

2558	ONLINE	Penney B	ARR
CONTACT:	penney.b@mccd.edu; MANDATORY-Registered students contact Instructor prior to 8-18-08.		
ORIENTATION:	None.		
IN-CLASS SESSIONS	None.		

CLDV-05 HEALTH, SAFETY AND NUTRITION (formerly CLDV-53)
3 units: 3 hours lecture.
Advisory: ENGL-A.

2525	ONLINE	CHAPPELL S	ARR
CONTACT:	www.mccd.edu/staff/alveare/ for access instructions		
ORIENTATION:	None.		
IN-CLASS SESSIONS	None.		

CLDV-09 HUMAN DEVELOPMENT (Also: PSYC-09)
(CSU breadth area E)
3 units: 3 hours lecture.
Advisories: ENGL-A, ENGL-41.

2549	ONLINE	CLIFFORD J	ARR
CONTACT:	www.mccd.edu/faculty/cliffordj/		
ORIENTATION:	None.		
IN-CLASS SESSIONS	None.		

COMM-05 INTERPERSONAL COMMUNICATION
(CAN SPCH 8) (CSU breadth area A1)
3 units: 3 hours lecture.
Prerequisite: ENGL-A. Advisory: ENGL-41.

2528	HYBRID	Hobbs L	ARR
CONTACT:	Check class Blackboard on the first day of class.		
ORIENTATION:	None.		
IN-CLASS SESSIONS	MANDATORY-August 19, 2008 at 07:00p-09:00p, September 16, October 21, November 18, December 2, 2008; 05:00p-07:00p; IAC-124		

CPSC-01 INTRODUCTION TO MANAGEMENT INFORMATION SYSTEMS
(CAN BUS 6) [CILC areas A,B,C,D,E,F]
4 units: 3 hours lecture, 3 hours lab.
Advisories: ENGL-A, ENGL-41; MATH-C or MATH-D.

2516	HYBRID	Yanagi C	ARR
CONTACT:	yanagi.c@mccd.edu		
ORIENTATION:	None.		
IN-CLASS SESSIONS	8-18-08 to 10-3-08; TTh 02:00p-05:00p; VOC-115		
ONLINE SESSION:	10-6-08 to 12-19-08.		

CPSC-01 INTRODUCTION TO MANAGEMENT INFORMATION SYSTEMS
(CAN BUS 6) [CILC areas A,B,C,D,E,F]
4 units: 3 hours lecture, 3 hours lab.
Advisories: ENGL-A, ENGL-41; MATH-C or MATH-D.

2551	HYBRID	Yanagi C	ARR
CONTACT:	yanagi.c@mccd.edu		
ORIENTATION:	MANDATORY-August 22, 2008; 06:00p-08:00p; VOC-115.		
IN-CLASS SESSIONS	None.		

CPSC-06 PROGRAMMING CONCEPTS AND METHODOLOGY I
(CAN CSCI 22)
3 units: 2 hours lecture, 3 hours lab.
Prerequisite: MATH C. Advisories: CPSC-01; ENGL-A, ENGL-41.

2401	HYBRID	Yanagi C	ARR
CONTACT:	www.mccd.edu/staff/alveare/		
ORIENTATION:	None.		
IN-CLASS SESSIONS	8-18-08 to 10-3-08; M 06:00p-10:00p; VOC-114; plus 1 hour by arrangement online.		
FULLY ONLINE SESSIONS	09-29-08 TO 12-19-08.		

CPSC-30 COMPUTER APPLICATIONS
[CILC areas A,B,C,D,E,F]
3 units: 2 hours lecture, 3 hours lab.
Advisories: ENGL-81, ENGL-84; AOM-50A or AOM-50B; (keyboard at a minimum of 20 GWAM), MATH-80 or MATH-83.

2542	HYBRID	Reintke T	ARR
CONTACT:	reintke.t@mccd.edu		
ORIENTATION:	MANDATORY-August 13, 2008; 10:00a-12:00p; IAC-139		
IN-CLASS SESSIONS	None.		
PLEASE NOTE:	Must have MS Office 07 to include access. Student is required to purchase a text book.		

CPSC-30 COMPUTER APPLICATIONS
[CILC areas A,B,C,D,E,F]
3 units: 2 hours lecture, 3 hours lab.
Advisories: ENGL-81, ENGL-84; AOM-50A or AOM-50B; (keyboard at a minimum of 20 GWAM), MATH-80 or MATH-83.

2543	HYBRID	Reintke T	ARR
CONTACT:	reintke.t@mccd.edu		
ORIENTATION:	MANDATORY-August 13, 2008; 10:00a-12:00p; IAC-139		
IN-CLASS SESSIONS	None.		
PLEASE NOTE:	Must have MS Office 07 to include access. Student is required to purchase a text book.		

CPSC-49OL INTRODUCTION TO ONLINE LEARNING
.50 unit: 27 hours lab.
Advisory: ENGL-A.

2532	ONLINE	Yanagi C	ARR
CONTACT:	www.mccd.edu/staff/alveare/		
ORIENTATION:	None.		
IN-CLASS SESSIONS	None.		

ECON-01A INTRODUCTION TO MACROECONOMICS
(CAN ECON 2) (CSU breadth area D2)
3 units: 3 hours lecture.
Advisories: ENGL-A, ENGL-41; MATH-A.

2523	ONLINE	Johnson M	ARR
CONTACT:	johnson.mi@mccd.edu		
ORIENTATION:	None.		
IN-CLASS SESSIONS	None.		

ECON-01B INTRODUCTION TO MICROECONOMICS
(CAN ECON 4) (CSU breadth area D2)
3 units: 3 hours lecture.

2524	ONLINE	Johnson M	ARR
CONTACT:	johnson.mi@mccd.edu		
ORIENTATION:	None.		
IN-CLASS SESSIONS	None.		

ENGL-AL PRE-COLLEGIATE WRITING LAB
1 unit: 3 hours lab.
Two-way corequisite: ENGL-A. Advisory: AOM-50B.

2505	HYBRID	Cabezut-Ortiz D	ARR
CONTACT:	cabezut.ortiz.d@mccd.edu		
ORIENTATION:	MANDATORY-August 22, 2008; 03:00p-04:00p; IAC-140; Merced Campus.		
IN-CLASS SESSIONS	None.		
PLEASE NOTE:	This writing lab is required for all students registered in ENGL-A.		

ENGL-01A COMPOSITION AND READING I
(CAN ENGL 2) (CSU breadth area A2) [CILC area G]
3 units: 3 hours lecture.
Prerequisite: ENGL-A or appropriate assessment process. One-way corequisite: ENGL-41. Advisory: LRNR-30.

2507	HYBRID	Daughdrill J	ARR
CONTACT:	daughdrill.j@mccd.edu		
ORIENTATION:	August 21, 2008; 07:00p-09:00p; IAC-124; Merced Campus.		
IN-CLASS SESSIONS	October 23, and December 18, 2008; 07:00p-09:00p; IAC-124		

Attachment 3
Breadth Requirements Met via Distance Education

ASSOCIATE DEGREE BREADTH REQUIREMENTS 2008-2009

Breadth requirements are designed to introduce students to the variety of means through which people comprehend the modern world. Those who receive associate degrees must possess in common certain basic principles, concepts and methodologies unique to and shared by the various fields of study. College-educated persons must be able to use this knowledge when evaluating and appreciating the physical environment, the culture, and the society in which they live. Most importantly, this education should lead to a better self understanding.

A student may use the same course to fulfill an AA/AS major requirement and associate degree breadth requirement.

To complete the associate breadth requirement, students must select courses that fulfill the unit requirements of the following areas:

Area A - Language and Rationality ..... (6 units total)
Courses in language and rationality are those which develop for the student the principles and applications of language toward logical thought, clear and precise expression and critical evaluation of communication in whatever symbol system the student uses. (Select one course from each area.)

(A1) English Composition ..... (3 units)
ENGL-A, 01A

(A2) Communication and Analytical Thinking ..... (3 units)
ACTG-04A
COMM-01, 01H, 02, 04, 05, 30
CPSC-01
ENGL-13, 13H
MATH-C, D, E, 02, 04A, 04B, 04C, 05A, 05B, 06, 08, 10, 15, 17, 20A, 20B, 21, 25, 26
PHIL-10, 12, 13, 13H
PSYC-05

Area B - Natural Sciences..... (3-6 units total)
Courses in the natural sciences are those which examine the physical universe, its life forms, and its natural phenomena.
(For an A.A. degree, select one course from either area B1 or B2; for an A.S. Degree, select one course from each area.)

(B1) Physical Science..... (3 units)
ARCH-01
ASTR-01, 01L
CHEM-02A, 02B, 04A, 04B
ELCT-30
GEOG-01
GEOL-01
PHSC-01, 01L
PHYS-02A, 04A, 10
SOIL-10

(B2) Life Science ..... (3 units)
ANSC-10
ANTH-01
BIOL-01, 04, 04H, 06, 08, 09, 12, 13, 16, 18, 20, 25
ENTC-30
PLSC-10

Area C – Humanities..... (3 units total)
Courses in the humanities are those which concentrate on the study of cultural activities and artistic expressions of human beings.
ART-01, 02, 06, 12A, 15, 24A
DRAM-01, 02, 03
ENGL-01B, 03, 04A, 04B, 05, 06A, 06B, 07, 08, 09, 10, 11, 14, 18
FREN-01, 02, 03, 04
GERM-01, 02, 03, 04
HMNG-01, 02
HUM-01, 01H, 02, 02H, 15*, 18, 21
JPNS-01A, 01B, 02
MUS-01, 11, 12, 13, 14
PHIL-01, 01H, 03, 04, 05, 15
SPAN-01, 02, 03, 04, 10, 11

Area D - Social and Behavioral Sciences..... (6 units total)
Courses in the social and behavioral sciences are those which focus on people as members of society. (Select one course from area D1 and one course from area D2.)

(D1)..... (3 units)
Includes introductory or integrative survey courses in cultural anthropology, cultural geography, economics, psychology, sociology and related disciplines.
AGBS-11
AGRI-10
ANTH-02, 10*
CRIM-01
ECON-01A, 01B
GEOG-02, 30
PSYC-01A, 01AH, 15, 20, 25, 51
SOC-01, 02

(D2)..... (3 units)
Includes introductory or integrative survey courses in history and political science.
HIST-04A, 04B, 08A*, 08B, 09A, 09B, 17A, 17AH, 17B, 17BH, 21*, 22*, 23, 24*, 29, 39ABC (as a unit),
POSC-01, 02
SCSC-01

Area E - Lifelong Understanding and Self-Development ..... (5 units total)
Courses in lifelong understanding and self-development are those which equip human beings for lifelong learning by providing them with the skills necessary to function as independent adults in contemporary society and foster an understanding of themselves as integrated physiological and psychological entities. (Select one course from each area.)

(E1) Integrated Organism..... (3 units)
AUTO-04
BUS-34, 35
CLDV-02, 09
GUID-30, 48, 52
HLTH-10, 16
LAND-11
NUTR-10
PSYC-09, 22, 23, 35, 36

(E2) Activity..... (2 units)
DNCE-14
PHED-01, 02, 03, 10, 11, 12, 13, 14, 15

*Designates ethnic studies courses which expose students to, develop an understanding of, and examine cultures that are different from the dominant culture of the United States. In addition, these courses teach an appreciation and knowledge of ethnic contributions to the society of the United States.

BIOL-06	Environmental Science	3
BIOL-09	Introduction to Genetics	3
BIOL-20	Microbiology	4
BIOL-31	Introduction to Biotechnology	4
CHEM-04A	General Chemistry	5
CHEM-12B	Organic Chemistry II	5
MATH-04A	Analytical Geometry and Calculus	4
MATH-04B	Analytical Geometry and Calculus	4
MATH-05A	Applied Calculus	4
MATH-05B	Applied Calculus	4
MATH-10	Elementary Statistics	3
MATH-12	FORTRAN Programming	4
or		
MATH-14	C++ Programming	3
PHYS-02A	General Physics	4
PHYS-02B	General Physics	4

BIOTECHNOLOGY

The student majoring in Biotechnology is generally preparing for employment in the biotechnology industry or for transfer to a four-year institution to complete the requirements for a bachelor's degree. For the Associate in Science Degree in Biotechnology, a student must meet the basic graduation requirements and complete 30 units from the courses listed below. It is intended that the student complete both courses in the CHEM-02AB sequence, or both courses in the CHEM-04AB sequence, with the first course in the sequence satisfying the physical science breadth requirements. BIOL-04 or BIOL-04H (for students transferring to a university) or BIOL-01 should be taken to satisfy the life science breadth requirement.

		Units
BIOL-20	Microbiology	4
BIOL-31	Introduction to Biotechnology I	4
BIOL-33	Biotechnology II: Advanced Laboratory Techniques	4
CHEM-02B	Introductory Chemistry	4
or		
CHEM-04B	General Chemistry	5
BIOL-09	Introduction to Genetics	3
		19-20

And the remaining 10-11 units from the following courses:

BIOL-06	Environmental Science	3
BIOL-16	General Human Anatomy	4
BIOL-12	Principles of Botany	5
CPSC-01	Introduction to Management Information Systems	4
or		
CPSC-30	Computer Applications	3
ENTC-30	Introduction to Environmental Technology	3
BIOL-18	Principles of Physiology	4
PLSC-10	Elements of Plant Science	3
BIOL-13	General Zoology	5

For a Certificate of Achievement in Biotechnology, students must complete the following required courses:

BIOL-01	General Biology for Non-Majors	4
or		
BIOL-04	Principles of Biology for Science Majors	4
or		
BIOL-04H	Honors Principles of Biology for Science Majors	4
BIOL-20	Microbiology	4
BIOL-31	Introduction to Biotechnology I	4
BIOL-33	Biotechnology II: Advanced Laboratory Techniques	4
CHEM-02A	Introductory Chemistry	4
and		
CHEM-02B	Introductory Chemistry	4
or		
CHEM-04A	General Chemistry	5
and		
CHEM-04B	General Chemistry	5
BIOL-09	Introduction to Genetics	3
		27-29

BUSINESS ADMINISTRATION

The Associate in Arts Degree in Business Administration is designed to give students who choose to work toward the Bachelor of Science Degree a well-balanced introduction to professional careers in business. Certain basic courses are included in the first two years of study which should give the student the proper background for upper division study in Business Administration. These include:

		Units
ACTG-04A	Fundamentals of Financial Accounting	4
ACTG-04B	Fundamentals of Managerial Accounting	4
BUS-10	Introduction to Business	3
BUS-18A	Business Law	4
CPSC-01	Introduction to Management Information Systems	4
ECON-01A	Introduction to Macroeconomics	3
ECON-01B	Introduction to Microeconomics	3
MATH-10	Elementary Statistics	3
MATH-15	Finite Mathematics	3
		31

ECON-01A and ECON-01B may be used to meet degree requirements.

Students should refer to the catalog of the school to which they plan to transfer to determine whether that school requires any specific courses in addition to, or other than, those listed above.

BUSINESS, GENERAL (2/07)

The Associate in Arts Degree in General Business is designed to provide students with general preparation for entry into employment in the business community.

Students must meet the graduation requirements and complete the following major requirements:

		Units
ACTG-51	Applied Accounting	4
BUS-10	Introduction to Business	3
BUS-18A	Business Law	4
BUS-35	Money Management	3
CPSC-30	Computer Applications	3
or		
CPSC-31	Word Processing	1
and		
CPSC-32	Spreadsheet	1
and		
CPSC-33	Database	1
ECON-01A	Introduction to Macroeconomics	3
AOM-50B	Keyboarding and Document Formatting	3
		23

Suggested electives include:

CPSC-01	Introduction to Management Information Systems	4
BUS-49A-ZZ	Special Topics in Business	½ -3
MGMT-31	Principles of Management	3
MDSE-32	Salesmanship	3
MGMT-33	Elements of Effective Leadership	3

Certificate of Achievement:
A Certificate of Achievement will be awarded upon the satisfactory completion of 30 units of course work in this area of study which includes the core courses indicated for the A.A. Degree in General Business.

CHEMISTRY

The following Chemistry curriculum is designed for students planning to transfer to a California State University. It is assumed that the student has completed two years of a foreign language, one year of chemistry, and math through pre-calculus in high school.

For an Associate in Science Degree in Chemistry a student must meet the graduation requirements (PHYS-02A or PHYS-04A and a course in the life sciences are suggested as courses to satisfy the breadth requirements in

and

CLDV-40B	ECE Supervised Field Experience	3
CLDV-70A-ZZ	Special Topics	1
		6

School-Age Specialization

CLDV-30D	School-Age Curriculum	2
CLDV-56	School-Age Development	2
CLDV-56L	School-Age Lab	2
		6

Family Child Care Specialization

CLDV-33	Working with Families	1
CLDV-52	Diversity Curriculum	1
CLDV-55	Day Care Issues	1
CLDV-70A-ZZ	Special Topics	3
		6

Early Literacy Specialization

CLDV-30B	Preschool Curriculum B	2
CLDV-51	Early Literacy for Young Children	1
and		
ENGL-31	Children's Literature	3
or		
CLDV-70A-ZZ	Special Topics	3
		6

Early Intervention Assistant Specialization

CLDV-11	Introduction to Early Intervention	3
CLDV-38	Children with Special Needs	3
		6

Working with "Families in Crisis" Specialization

CLDV-33	Working with Families	1
CLDV-54	Sexual Development of Young Children	1
CLDV-57	Child Abuse and Neglect	1
CRIM-33	Violence in the Family	3
		6

Nutrition and Foods Specialization

NUTR-40	Menu Planning	3
NUTR-41	Infant Feeding	1
NUTR-43	Children and Weight Concerns	1
NUTR-70A-ZZ	Special Topics in Nutrition	1
		6

Site Supervisor Permit (12/07)
Merced College will approve a Site Supervisor Permit, Option 1, for the California Commission on Teacher Credentialing, when students have the education below and a total of at least 350 days of preschool teaching experience which includes 100 days of supervising adults (3+ hours per day within the last 4 years).:

Education		**Units**
Teacher Permit, Option 2 (A.A. degree in CLDV)		
and		
CLDV-34A	Administration and Supervision of ECE Programs: Licensing and Staffing	3
CLDV-34B	Administration and Supervision of ECE Programs: Managing People, Time and Resources	3
CLDV-37	Supervising Adults in ECE Settings	2

COMMUNICATION STUDIES

The Communication Studies curriculum is designed to assist students from all majors in developing communication skills. Those students interested in majoring in communication studies, with possible emphasis in public speaking, small group discussion, interpersonal communication, intercultural communication, or oral interpretation, should consult the catalog of the college to which they plan to transfer for these and other options.

For an Associate in Arts Degree in Communication Studies, students must meet the graduation requirements and complete the additional 21-unit curriculum listed below:

		Units
COMM-01	Fundamentals of Speech	3
or		
COMM-01H	Honors Fundamentals of Speech	3
COMM-02*	Oral Interpretation	3
COMM-04	Small Group Discussion and Communication	3
COMM-05	Interpersonal Communication	3
COMM-30	Introduction to Intercultural Communication	3
PHIL-10	Critical Thinking	3
or		
PHIL-13	Critical Reasoning & Writing	3

Plus six units from the following electives:

ANTH-10	Southeast Asian Culture	3
ANTH-32	Anthropological Study of Women	3
DRAM-10	Beginning Acting	3
ASLG-01	Beginning Sign Language	3
LBST-10	Introduction to Education I	3
MGMT-32	Human Resources Management	3
MGMT-33	Elements of Effective Leadership	3
MKTG-30	Marketing	3
MKTG-33	Advertising	3
PSYC-23	Personal and Social Adjustment	3
SOC-01	Introduction to Sociology	3
		24

*Offered in the spring semester only.

COMPUTER STUDIES

The Associate in Science Degree in Management Information Systems is designed for students pursuing degrees in Business Administration, Computer Information Systems, or Management Information Systems. Students should determine what other lower division requirements are required by the institution to which they intend to transfer.

Associate in Science -- Management Information Systems

		Units
ACTG-04A	Financial Accounting	4
ACTG-04B	Managerial Accounting	4
BUS-10	Introduction to Business	3
CPSC-01	Introduction to Management Information Systems	4
CPSC-05	Visual Basic Programming	3
CPSC-06	Programming Concepts and Methodology I	3
ECON-01A	Introduction to Macroeconomics	3
MATH-10	Elementary Statistics	3

Plus at least three units from the following courses:

MATH-04A	Applied Geometry and Calculus	3
MATH-05A	Applied Calculus	3
MATH-15	Finite Mathematics	3
		30

The Associate in Science Degree in Computer Science is designed for students pursuing degrees in Computer Science or Computer Engineering.

Associate in Science -- Computer Science

CPSC-01	Introduction to Management Information Systems	4
CPSC-06	Programming Concepts and Methodology I	3
CPSC-39	Introduction to Object-Oriented Programming	4
MATH-04AB	Analytical Geometry and Calculus	8
MATH-10	Elementary Statistics	3
MATH-14	C++ Programming	3
		25

Plus a minimum of 12 units from the following courses:

CHEM-04A	General Chemistry	5
CHEM-04B	General Chemistry	5
CPSC-05	Visual Basic Programming	3
MATH-04C	Analytical Geometry and Calculus	4
MATH-06	Elementary Differential Equations	3
MATH-08	Linear Algebra	3
PHYS-04A	Physics	4
PHYS-04B	Physics	4
		37

Attachment 3
Breadth Requirements Met via Distance Education

HEALTH SCIENCES

The Associate in Arts Degree in Health Sciences is intended for students planning to transfer into an Allied Health program. To earn the degree, a student must complete the basic graduation requirements (CHEM-02A is recommended for science breadth) and the courses listed below:

		Units
BIOL-01	General Biology for Non-Majors	4
CHEM-02B	Introduction to Chemistry	4
NUTR-10	Nutrition	3

And select eight units from the following:

BIOL-16	General Human Anatomy	4
BIOL-20	Microbiology	4
BIOL-18	Principles of Physiology	4

HEATING, VENTILATION, AIR CONDITIONING, AND REFRIGERATION TECHNOLOGY

An Associate in Arts Degree in HVAC is available for students who meet the graduation requirements, and complete one of the certificate options listed below:

HVAC Technician Option		Units
DRFT-44	Print Reading and Sketching	3
ELCT-47	Electrical Motors, Generators, Transformers, and AC Distribution	3
ELCT-52	Introduction to Electricity and Electronics	3
INDT-49	Electrical Codes and Ordinance	3
INDT-50	HVAC - Heating and Control Systems	6
INDT-51	Ventilation and Air Conditioning	6
INDT-52	Refrigerant Usage Certification - EPA Requirements	1
INDT-71JJ	HVAC Sheet Metal I	1
MATH-B	Applied Mathematics	5
WELD-06	Fundamentals of Oxy-Fuel Welding and Shielded Metal Arc Welding	3
WELD-07	Fundamentals of T.I.G. and M.I.G. Welding	3
		37

Commercial Refrigeration Technician Option		
ELCT-41	Industrial Motor and Equipment Control	3
ELCT-42	Programmable Logic Controllers	2
ELCT-47	Electrical Motors, Generators, Transformers, and AC Distribution	3
ELCT-52	Introduction to Electricity and Electronics	3
INDT-40	Commercial Refrigeration Design, Installation, and Service	3
INDT-49 A	Electrical Codes and Ordinances	3
INDT-51	Ventilation and Air Conditioning	6
MATH-B	Applied Mathematics	5
WELD-06	Fundamentals of Oxy-Fuel & Shielded Metal Arc Welding	3
WELD-07	Fundamentals of T.I.G. and M.I.G. Welding	3
		34

Certificate of Achievement:
A Certificate of Achievement will be awarded upon successful completion of one of the full certificate options listed above. For successful completion, a student must complete the requirements with a minimum grade point of 2.0 in each course required for the certificate.

HISTORY

The following history program is designed for the first two years of work required for students majoring in history who are interested in obtaining either a secondary or elementary teaching credential. Students should work with their counselor for specific transfer requirements.

For an Associate in Arts Degree in History, students must meet the graduation requirements and complete the 18-unit curriculum from the two lists below (3-12 units from the first list, and 6-15 units from the second list). The courses listed below must be in addition to the basic graduation requirements.

Students must select a minimum of three units from the following (depending on the student's choice of four-year institution):

		Units
HIST-04A	History of Civilization: Part I	3
HIST-04B	History of Civilization: Part II	3
HIST-17A	Political and Social History of the United States	3
HIST-17B	Political and Social History of the United States	3

Students must choose a minimum of six units from the list below:

HIST-05	History of Europe Since 1901	3
HIST-08A	History of the Americas	3
HIST-08B	History of the Americas	3
HIST-09A	Introduction to East Asian Civilization: China	3
HIST-09B	Introduction to East Asian Civilization: Japan	3
HIST-21	History of Minorities -- Ethnic Groups, 19th Century to the Present	3
HIST-22	History of Minorities - Black Emphasis	3
HIST-23	History of Hispanic-Americans in the Southwest U.S	3
HIST-24	History of the Native American	3
HIST-29	History of California	3
or		
HIST-39ABC	Exploring California's Past	3
		18

HORSE MANAGEMENT

The Associate in Science Degree in Horse Management is available upon satisfactory completion of the graduation requirements and 30 units from the following list which includes the core courses; the Associate in Arts Degree is available upon satisfactory completion of the graduation requirements and the 20-unit core.

Core:		Units
AGBS-12	Agricultural Accounting	3
ANSC-11	Elements of Animal Nutrition	3
ANSC-16	Horse Husbandry	3
ANSC-39	People and Livestock in the Sierras (deactivated 12/06)	3
ANSC-46A	Specialized Horse Training	4
CROP-13	Forage Crops	3
MECH-06	Fundamentals of Oxy-Fuel Welding and Shielded Metal Arc Welding	3
MECH-31	Equipment Safety	1
		20

Electives:		
AGBS-18	Agricultural Computer Applications	3
ANSC-12	Livestock Breeding and Selection	3
ANSC-13	Animal Disease and Parasite Control	3
ANSC-40	Beginning Horsemanship (Western)	2
ANSC-41	Intermediate Horsemanship (Western)	2
ANSC-46B	Specialized Horse Training	4
ANSC-47A	Back Country Animal Management	1
ANSC-48	Tack Repair	1
ANSC-52	Hoof Care and Trimming	2
MECH-12	Agriculture Equipment	3

Certificate of Achievement:
A Certificate of Achievement will be awarded upon the satisfactory completion of the 23-unit core, and 16 units from the electives above.

HORSESHOEING

A Certificate of Specialization will be awarded upon the satisfactory completion of ANSC-50 (Horseshoeing), and another Certificate of Achievement will be awarded upon the satisfactory completion of ANSC-51 (Advanced Horseshoeing).

Associate Degree Breadth Requirements 2008-2009

The following courses listed from the 2008-2009 Catalog are offered online and meet the Associate Degree requirements.

	6 units
Area A - Language and Rationality	total
(A1) English Composition	3 units
(A2) Comm-02, 01H, 02, 04, 05, 30	
CPSC-01	
Math-C	
	3 units
Area C - Humanities	total
Engl-01B, 03	
Span-01, 04	
	6 units
Area D - Social and Behavioral Sciences	total
(D1): Econ-01A, 01B; Psyc-01A	3 units
(D2): Hist-04A, 04B, 08A, 08B, 09A, 09B, 17A, 17B, 29, 39ABC-unit	3 units
Area E - Lifelong Understanding and Self-Development	
CLDV-02, 09	
Guid-30, 48, 52	
Nutr-10	
Business, General	
Bus-35 Money Management	3 units
CPSC-30 Computer Applications	3 units
Econ-01A Introduction to Macroeconomics	3 units
CPSC-01 Introduction to Management Information Systems	4 units
Computer Studies	
CPSC-01 Introduction to Management Information Systems	4 units
CPSC-06 Programming Concepts and Methodology I	3 units
Econ-01A Introduction to Macroeconomics	3 units
Health Sciences	
Nutr-10 Nutrition	3 units
History	
Hist- 04A History of Civilization Part I	3 units
Hist-04B History of Civilization Part II	3 units
Hist-29 History of California	3 units
Hist-39ABC Exploring California's Past	3 units

Attachment 3
Breadth Requirements Met via Distance Education

CSU TRANSFER BREADTH REQUIREMENTS -- 2008-2009 (EFFECTIVE FALL 2007)

AREA A: Communication in the English Language and Critical Thinking
A minimum of 9 semester or 12-15 quarter units are required with one course from each of the following three areas:

A1 Oral Communication
COMM-01*, 01H*, 04, 05

A2 Written Communication
ENGL-01A

A3 Critical Thinking
ENGL/PHIL-13*, ENGL/PHIL-13H*,
PHIL-10, 12, PHIL/ENGL-13*, PHIL/ENGL-13H*

AREA B: Physical Universe and Its Life Forms
A minimum of 9 semester or 12-15 quarter units are required with one course each from areas B1, B2, and B4. At least one of the courses must be a lab course from either area B1 or B2. (Lab courses are underlined):

B1 Physical Science
ARCH-01
ASTR-01, 01L
CHEM-02A, 02B, 04A, 04B
GEOG-01, 01L
GEOL-01, 02
PHSC-01, 01L
PHYS-02A, 02B, 04A, 04B, 04C, 10
SOIL-10

B2 Life Science
ANTH-01
BIOL-01*, 04*, 04H*, 06, 08, 09, 12, 13, 16, 18, 20, 25
PLSC-10

B3 Laboratory Activity
A minimum of one lab course (underlined) from area B1 or B2

B4 Mathematics/Quantitative Reasoning
MATH-02*, 04A, 04B, 04C, 05A, 05B, 06, 08, 10, 15, 20A, 20B, 21, 25, 26*
PSYC-05

AREA C: Arts, Literature, Philosophy and Foreign Language
A minimum of 9 semester or 12-15 quarter units are required with at least one course from each area:

C1 Arts (Art, Dance, Music, Theater)
ART-01, 02, 06, 12A, 15, 24A
DRAM-01, DRAM/ENGL-03*
ENGL/DRAM-03*, ENGL-14
MUS-01, 11, 12, 13, 14

C2 Humanities (Literature, Philosophy, and Foreign Language)
DRAM-01
ENGL-01B, 04A, 04B, 05, 06A, 06B, 07, 10, 11
ENGL/HUM-18*
FREN-01, 02, 03, 04+
GERM-01, 02, 03, 04+
HIST-04A, 04B, 08A, 08B, 09A, 09B, HIST-17A*,
HIST-17AH*, HIST-17B*, HIST-17BH*
HMNG-01, 02
HUM-01*, 01H*, 02*, 02H*, 15, 21, HUM/ENGL-18*
JPNS-01A, 01B, 02
PHIL-01*, 01H*, 03, 04, 05, 15
SPAN-01*, 02*, 03, 04+, 10*, 11*

AREA D: Social Political and Economic Institutions and Behavior; Historical Background
A minimum of 9 semester or 12-15 quarter units are required from at least three disciplines:

D0 Sociology and Criminology
CRIM-01
SOC-01

D1 Anthropology and Archaeology
ANTH-02, 10

D2 Economics
AGBS-11
ECON-01A, 01B

D3 Ethnic Studies
HIST-08A, 21, 22, 23, 24
HUM-15

D5 Geography
GEOG-02

D6 History
HIST-04A, 04B, 08A, 08B, 17A*, 17AH*, 17B*,17BH*, 21, 22, 23, 24, 29

D7 Interdisciplinary Social or Behavioral Science
AGRI-10
COMM-30
SCSC-01

D8 Political Science, Government, and Legal Institutions
POSC-01, 02

D9 Psychology
PSYC-01A*, 01AH*, 15, 20, 22, 23, 25, 35, 36

AREA E: Lifelong Understanding and Self-Development
A minimum of 3 semester or 4-5 quarter units are required from the following:
CLDV-02, CLDV/PSYC-09*
GUID-30
HLTH-10, 16
NUTR-10
PSYC/CLDV-09*, PSYC-22, 23, 35

AREA F: Merced College Courses Designated to Meet CSU History and Government Requirements
All state universities have a U.S. History and a Federal, State, and Local Government requirement. Six units may be counted toward Area D or C2, in addition to Area F. See your counselor. Major requirements at the CSU campus of your choice may affect the ability to double count. You may complete either sequence A or B to meet the CSU History and Government (F1 and F2) requirements:

Sequence A:
HIST-17A or HIST-17AH
AND
HIST-17B or HIST-17BH

Sequence B:
HIST-17A or HIST-17AH or HIST-17B or
HIST-17BH or HIST-22
AND
POSC-01

*Transfer credit may be limited – see a counselor.
Note: The Merced College Area D requirement is three disciplines, not two.

May 28, 2008

CSU Transfer Breadth Requirements 2008-2009
(Effective Fall 2007)

The following courses listed from the 2008-2009 Catalog are offered online and meet the CSU Transfer requirements.

Area A - Communication in the English Language and Critical Thinking
A1 Oral Communication
Comm-01, 05
Engl-01A

Area C - Arts, Literature, Philosophy and Foreign Language
C2 Humanities
Hist-17AH, Hist-17B
Span-01, 04

Area D - Social Political and Economic Institutions and Behavior: Historical Background
D3 Ethnic Studies
D6 History
D9 Psychology

Area F - Merced College Courses Designated to Meet CSU History and Government Requirements
Sequence A: Hist-17A or Hist-17AH
Sequence B: Hist-17A or Hist-17AH or Hist-17B
POSC0-1

MERCED COLLEGE 209.384.6000

INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULUM (IGETC) 2008-2009

(Effective Fall 2007)

Completion of the IGETC permits a student to transfer from Merced College to a campus in either the California State University or the University of California system without the need after transfer to take additional, lower division, general education courses to satisfy the campus GE requirements. IGETC is not recommended for majors that require extensive lower division preparation. Consult with your counselor. Students may also fulfill the general education requirements by completing the specific lower division breadth and general education requirements of the school or college of the campus to which the student intends to transfer. Students intending to transfer to the California State University System may also complete the requirement by fulfilling the CSU's general education requirement.

Both the California State University and the University of California have a specific American Institutions requirement that is separate from their general education requirements. Completion of the IGETC will not satisfy the American Institutions requirement. Courses used to satisfy the American Institutions requirement may not be counted to satisfy either a Humanities or a Social and Behavioral Science requirement.

AREA 1: English Communication
(CSU - Three courses, one each from Groups A, B, & C)
(UC - Two courses, one each from Groups A and B)
Phase-In of Critical Thinking-English Composition -- Students who complete a second-semester English composition course and a critical thinking course by the end of the spring 1992 term may be certified as having met the critical thinking-English composition requirement, regardless of the actual date of transfer.

Group A: English Composition
(One course: 3 semester or 4-5 quarter units)
ENGL-01A

Group B: Critical Thinking
(One course: 3 semester or 4-5 quarter units)
ENGL/PHIL-13*
ENGL/PHIL-13H*
PHIL/ENGL-13*
PHIL/ENGL-13H*

Group C: Oral Communication (CSU ONLY)
(One course: 3 semester or 4-5 quarter units)
COMM-01*, 01H*, 04

AREA 2: Mathematical Concepts and Quantitative Reasoning
(One course: 3 semester or 4-5 quarter units)
MATH-02 OR 26; 04A*, 04B, 04C, 05A, 05B, 06, 08, 10, 15
PSYC-05

AREA 3: Arts & Humanities
(Three courses: 9 semester or 12-15 quarter units, with at least one course each from Group 3A and 3B)

3A Arts
ART-01, 02,
DRAM/ENGL-03*
ENGL/DRAM-03*
ENGL-14
HUM-21
MUS-01, 11, 12, 13, 14

3B Humanities
DRAM-01
ENGL-01B, 04A, 04B, 05, 06A, 06B, 07, 10, 11
ENGL/HUM-18*
FREN-03, 04
GERM-02, 03, 04
HIST-04A, 04B, 08A, 08B, 09A, 09B, 17A*, 17AH*, 17B*,17BH*
HUM-01*, 01H*, 02*, 02H*, 15, HUM/ENGL-18*
PHIL-01*, 01H*, 03, 04, 05, 15
SPAN-02, 03, 04, 10*, 11*

AREA 4: Social & Behavioral Sciences
(Three courses: 9 semester or 12-15 quarter units, with courses from at least two disciplines or an interdisciplinary sequence.)

4A Anthropology and Archaeology
ANTH-02, 10

4B Economics
AGBS-11
ECON-01A*, 01B*

4C Ethnic Studies
HIST-08A, 21*, 22*, 23*, 24*
HUM-15

4E Geography
GEOG-02

4F History
HIST-08B, 17A*, 17AH*, 17B*, 17BH*, 21*, 22*, 23*, 24*

4G Interdisciplinary, Social & Behavioral Sciences
COMM-30
SCSC-01*

4H Political Science & Government & Legal Institutions
POSC-01, 02

4I Psychology
PSYC-01A*, 01AH*, 15, 20, 22, 23, 25, 35, 36

4J Sociology & Criminology
SOC-01

AREA 5: Physical & Biological Sciences
(Two courses required, 7-9 semester or 9-12 quarter units, one each from Group 5A and 5B; at least one must include a lab.)

5A Physical Science
Underlined courses have a laboratory component.
ARCH-01
ASTR-01, 0L^
CHEM-02A*, 02B*,04A*,04B*
GEOG-01, 01L^
GEOL-01*, 02
PHSC-01*, 01L^
PHYS-02A*, 02B*, 04A*, 04B*, 04C*, 10*
SOIL-10

5B Biological Science
Underlined courses have a laboratory component.
ANTH-01
BIOL-01*, 04*, 04H*, 06, 08, 09, 12, 13, 16, 18, 20, 25
PLSC-10

AREA 6: Language Other Than English {UC ONLY}
Proficiency equivalent to two years of high school study in the same language. The following course(s) at this institution fulfill the requirement: Courses above proficiency level may also be used to meet this requirement. These are noted by the "#" sign.
FREN-02 (03#, 04#)
GERM-01 (02#, 03#, 04#)
HMNG-01 (02#)
JPNS-01B (02#)
SPAN-01*, 10* (02*#, 03#, 04#, 11*#)

^Credit for lab courses only if lecture course is completed.
*Transfer Credit may be limited by UC or CSU or both. Please consult a counselor.

May 28, 2008

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Intersegmental General Education Transfer Curriculum (IGETC) 2008-2009

The following courses listed from the 2008-2009 Catalog are offered online and meet the IGETC requirements.

Area 1 - English Communication
Group A: Engl-01A
Group C: Comm-01

Area 3 - Arts & Humanities
3B Humanities
Span-02, 04

Area 4 - Social & Behavioral Sciences
4B Economics
Econ-01A, 01B
4F History
Hist-17A, 17B
4I Psychology
Psyc-01A

Area 6 - Language Other Than English (UC Only)
Span-01

Attachment 4

Merced College

Philosophy

A democratic society functions best when its members are educated and active participants. To encourage this participation, Merced College provides educational opportunity for all who qualify and can benefit. This education involves having a respect for, and awareness of, all cultures, as well as the dignity and worth of all individuals. Merced College is dedicated to the pursuit of excellence. The leadership and educational services provided by the College reflect and enhance the cultural, economic, and social life of the community and respond to its changing needs and interests. Recognizing that learning is a life-long process, the College provides preparation for a complex and changing society while maintaining high academic standards. The College also fosters individual learning and critical thinking to enhance awareness of the inter-relationship and inter-dependence of all persons.

Mission

Students are our focus and we are known by their success.

Vision Statement

Students are our focus at Merced College. We set high standards to encourage students to reach their highest potential in a supportive environment. Diversity is a strength of our institution. Merced College is a leader in instruction and cultural activities. We value and respect all members of our community. We are known by the success of our students.

Core Values and Beliefs

- Students –past, present, and future– are the focus of Merced College.
- Fostering diversity is a strength of the institution.
- Merced College establishes high standards and provides a challenging education to encourage students to reach their highest potential.
- Merced College respects and values all members of its community.
- Merced College serves the community by responding to cultural, educational, economic development, and technological needs.
- Merced College provides a supportive and fulfilling environment.

Excerpts from Educational/Facilities Master Plan

Vision 2020

Commitments

To Students…
Provide quality instructional resources and services to students in all areas of the District.

Responses

Meeting Student Needs…
Make distance learning readily available to numerous off-campus sites

Institute a curriculum which has an interdisciplinary focus and emphasizes increased multi-cultural, global awareness

Meeting Community Needs…
Schedule classes so they are accessible to all members of area communities

Enrollment Demand

Increases in "other" participation rates in outlying communities will improve the access of these isolated populations to the College program.

Future Delivery System Considerations

Merced College represents a "District-wide" commitment to the obligation to provide needed, required and responsive programs and services throughout the entire service area.

It is apparent that instructional services must be delivered throughout the entire District.

Excerpts from Educational/Facilities Master Plan

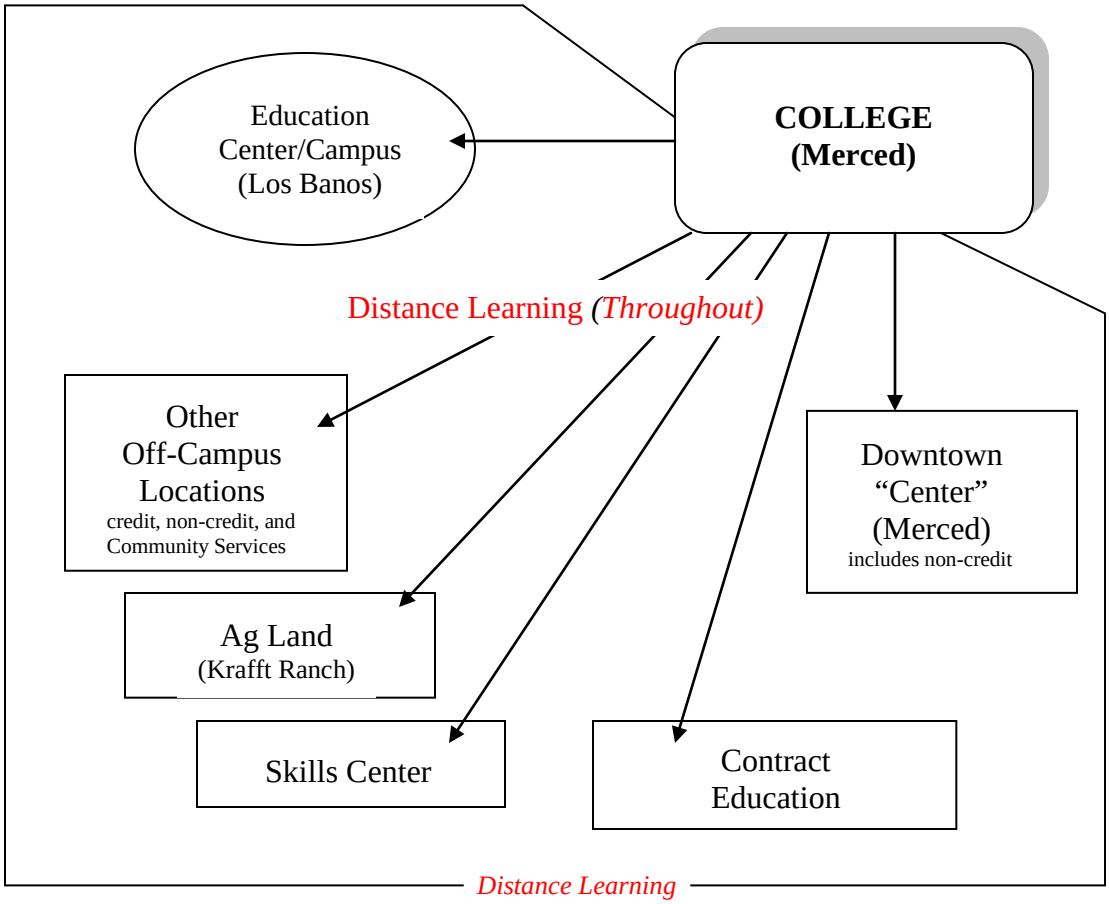
Enrollment Demand
The Participation Rate Approach.

1. Definition of the Service Area. A map of the service area provided by the College set the inside boundary of the *official service area*. In general, it is defined by the metes and bounds of the following school districts:

Merced Union High School District	Ten elementary school feeder districts: Atwater, Ballico-Cressey, El Nido, Livingston, Merced City Elementary, Merced River, McSwain, Snelling-Merced River, Weaver, and Winton.
Delhi Unified School District	Encompasses the Delhi Elementary Schools and High School.
Los Banos Unified School District	Consists of Charleston, Los Banos, R.M. Miano, Henry Miller, and Volta Elementary Schools, Los Banos Junior High School, Los Banos and San Luis High Schools.
Dos Palos School Districts	Consists of George Christian School, Dos Palos School, Dos Palos High School, West Side High School.
Chowchilla Union High School District	Three elementary schools and one middle school located within the Chowchilla City limits.
Le Grand High School	Includes Le Grand Elementary School.

Excerpts from Educational/Facilities Master Plan

Delivery Plan Scenario 2020



Excerpts from Educational/Facilities Master Plan

Participation Rates
Population Centers in Service Area
Merced College

	Fall	Spring
City	**1993**	**2000**
Merced	6.35%	7.4%
Atwater	6.27%	6.4%
Los Banos	4.65%	6.0%
Dos Palos	3.23%	4.4%
Livingston	3.14%	5.7%
District Average	5.15%	6.2%
Statewide Average	4.00%	

Attachment 6
Curriculum Questionnaire for Distance Education

Please fill out the following form. You cannot save data typed into this form.
Please print your completed form if you would like a copy for your records.

From the Online Instruction Subcommittee

QUESTIONS FOR FACULTY PREPARING EXPERIMENTAL ONLINE INSTRUCTION CLASSES

An Additional Page for More Complete Answers May Be Attached

NAME OF CLASS: _____

1. What method of online instruction are you proposing for your class (Internet, a combination of modes, etc.)?

2. What is your rationale for teaching this course via online instruction? (75 words or less)

3. What are the benefits to teaching this course via online instruction? (Consider pedagogical, practical, and technical benefits)

4. What are the anticipated challenges with teaching this course via online instruction? (Consider pedagogical, practical, and technical challenges)

5. What experience do you have with the technology needed to support your method of distance education? If you have little or none, what training do you anticipate undertaking to facilitate the delivery of your class?

6. In which semester do you wish to begin offering this online instruction class?

7. How do you propose to establish and maintain regular and effective contact with students as required by Title V, Section 55211?

Attachment 6
Curriculum Questionnaire for Distance Education

Specifically mark any of the following that you will use and indicate how you will measure or document the contact. Documentation may be mostly numerical (i.e. number of emails, number of telephone calls, number of chat room conversations, etc.).

Contact	Will you do this? Yes or No		How will you measure / document the contact?
Group meetings	Yes		VI
Individual meetings	No		VI
Orientation session	Yes		VI
Review session	No		VI
Supplemental seminar	No		VI
Study Sessions	No		VI
Library workshops	No		VI
Telephone contact	No		VI
Correspondence	No		VI
Voice mail	No		VI
Field Trips	No		VI
Email	No		VI
Other	No		VI

Attach the course outline and proposed syllabus and any supporting information.

Signatures:

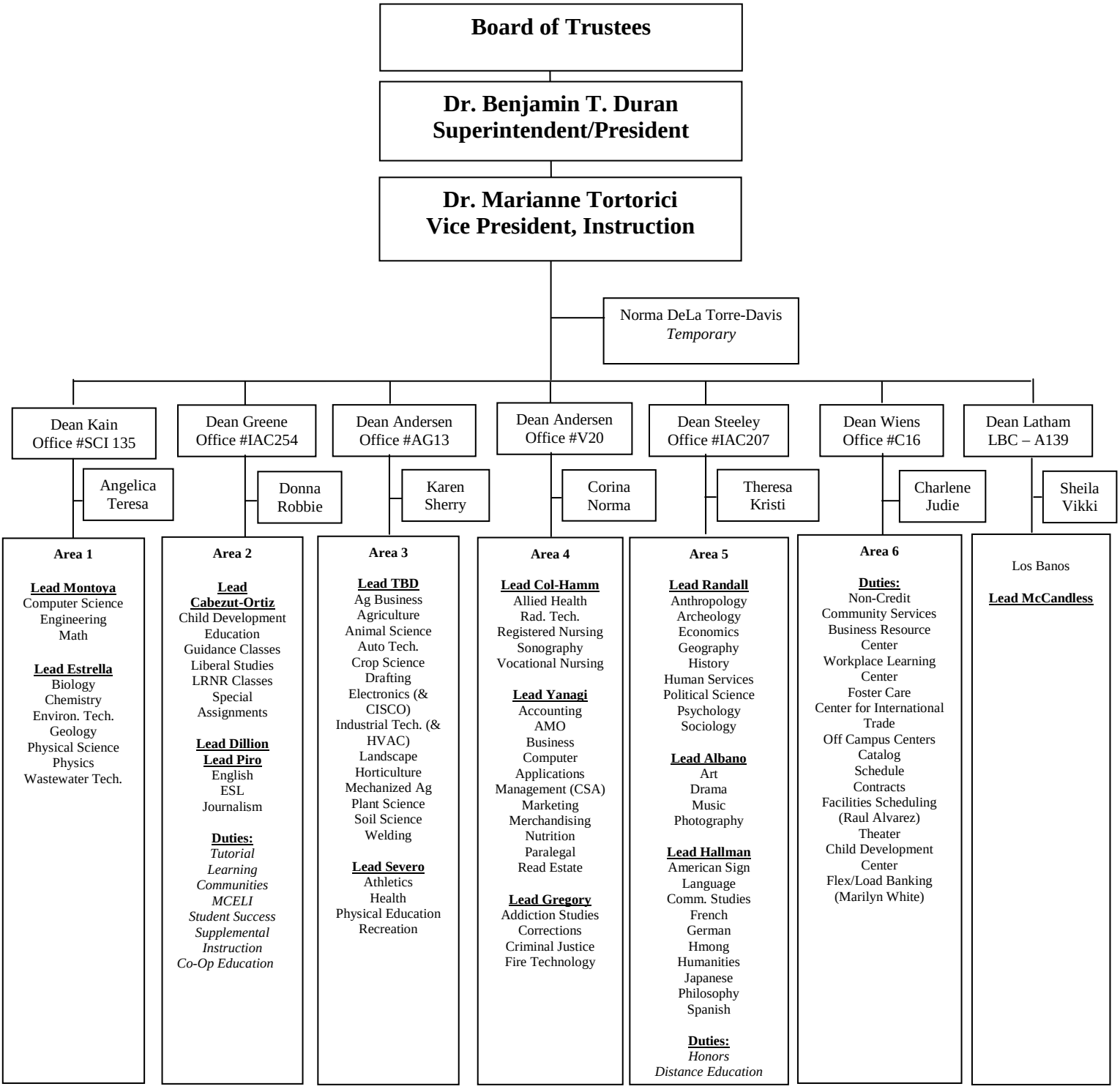
Route in order	Signature	Approval	Rejection	Date
Division Chair				
Online Instruction Subcommittee				
Office of Instruction				
Curriculum Committee				
Board of Trustees				

Upon approval of the Online Instruction Subcommittee, the instructor of the new experimental course needs to forward these two pages, plus the current approved course outline, to the Office of Instruction to be placed on the Curriculum Committee Agenda.

Revised 3/7/06

Attachment 7
Organization Chart

Merced College
Office of Instruction



Attachment 8
Budget Sheets

Teaching Arrangement	(All)
Instr Method	(All)

Sum of Fac Load																
	2004			2005			2006			2007			2008			2008F
	2003F	2004S	2004U	2004F	2005S	2005U	2005F	2006S	2006U	2006F	2007S	2007U	2007F	2008S	2008U	2008F
BUS-34														1.00		0.00
BUS-35							3.00	3.00		3.00	3.00		3.00	2.00		3.00
CLCV-02															3.00	
CLDV-01																3.00
CLDV-02																3.00
CLDV-03																3.00
CLDV-05																3.00
CLDV-08													3.00	3.00		
CLDV-09								3.00			3.00					0.00
CLDV-53													2.00	2.00		
COMM-05											3.00			3.00		3.00
CPCS-01										3.00						
CPCS-30												2.00				
CPSC-01				3.00	2.00		3.00	3.00			3.00		6.00	6.00		6.00
CPSC-05													2.00			
CPSC-06													2.00	2.00		2.00
CPSC-30								2.00		2.00	2.00		4.00	4.00	2.00	4.00
CPSC-49OL																0.00
ECON-01A											3.00		3.00	3.00		3.00
ECON-01B														3.00		3.00
ENGL-01A	3.00	3.00		3.00	3.00	3.00	6.00	12.00	3.00	6.00	3.00		6.00	5.00		6.00
ENGL-01B		3.00			3.00		3.00	3.00			3.00			3.00		
ENGL-41											2.00		2.00	2.00		2.00
ENGL-AL							2.00	2.00		2.00	2.00		2.00	2.00		2.00
FCSC-10	3.00	6.00		6.00	6.00											
GUID-30														3.00	3.00	3.00
GUID-48								3.00		3.00	3.00		3.00	3.00		3.00
GUID-54														3.00	3.00	3.00
HIST-04A										3.00	3.00		3.00	3.00		3.00
HIST-17A	3.75	5.25	3.00	3.00	3.00	3.00	3.00	3.75	3.00	2.00	4.50	3.00	6.00	3.00	3.00	6.00
HIST-17B	3.75	5.25		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
HIST-29										3.00	3.00		3.00	3.00		3.00
HIST-39A	1.00	1.00		1.00	1.00		1.00	1.00					1.00	1.00		
HIST-39B	1.00	1.00		1.00	1.00		1.00	1.00					1.00	1.00		
HIST-39C	1.00	1.00		1.00	1.00		1.00	1.00					1.00	1.00		
HUM-02		6.00														
LBST-10							2.00	2.00		2.00	2.00		2.00	2.00		0.00
LBST-20										2.00	2.00		2.00	2.00		0.00
LRNR-30										3.00	3.00			3.00		
MATH-A													5.00	5.00		5.00
MATH-C													5.00	5.00	5.00	5.00
NUTR-10						3.00	6.00	6.00	3.00	3.00	6.00	3.00	6.00	6.00	3.00	6.00
PHED-10F													3.00	4.00		4.00
PHIL-10	3.00															
PSYC-01A	1.00	3.00		3.00	3.00		3.00	3.00		3.00	3.00		3.00	3.00		3.00
PSYC-09								3.00		3.00						3.00
REGN-16													2.00	2.00		2.00
REGN-26													1.00	2.00		2.00
REGN-36													1.00	1.00		1.00
REGN-46													1.00	1.00		1.00
REGN-50													1.00	1.00		0.50
SPAN-04	5.00	5.00		5.00	5.00			5.00		5.00	5.00		5.00			
SPAN-35																1.00
TUTR-35											2.00		1.00	0.66		2.00
(blank)							5.00									
Grand Total	**25.50**	**39.50**	**3.00**	**29.00**	**31.00**	**12.00**	**42.00**	**59.75**	**12.00**	**51.00**	**66.50**	**11.00**	**94.00**	**102.66**	**25.00**	**105.50**

Attachment 8
Budget Sheets

DE - Staffing - Non Instructional

Name	Months	Hours	Salary
Online Education Manager	12	40	75,787
Name	**Months**	**Hours**	**Salary**
Student Help Desk	12	40	62,510
Faculty Trainer	12	40	62,027
Total Non-Instructional Salary			$200,324

Blackboard - Hosting, License, Training and Conference

2007-08	Hosting	$	28,400		
	Licensing	$	43,100		
	Training	$	6,400		
	BB Conference	$	7,500		
		Total		$	85,400
2008-09	Hosting	$	28,400		
	Licensing	$	44,433		
	Training	$	2,500		
	BB Conference	$	7,500		
		Total		$	82,833
2009-10	Hosting	$	29,252		
	Licensing	$	45,766		
	Training	Unknown at this time			
	BB Conference	$	7,500		
		Total		$	82,518

Attachment 9
Distance Education Learning Experience Survey

Page:

1. In which type of distance learning classes are you presently enrolled?

		Response Percent	Response Count
Telecourse (Cable/Broadcast)		0.0%	0
Videotape-DVD		0.0%	0
On-Line/Web Based		0.0**%**	0
Audioconferencing		0.0%	0
Correspondence		0.0%	0
Satellite		0.0%	0
Other		0.0%	0
	answered question		**0**
	skipped question		**0**

2. How did you hear about this distance education course? (You may select more than one response)			
		Response Percent	**Response Count**
Class scheduling or catalog		**0.0%**	0
Counselor or instructor		0.0%	0
Friend or relative		0.0%	0
Employer referral		0.0%	0
Web site		0.0%	0
Newspaper		0.0%	0
Radio ad		0.0%	0
Television ad		0.0%	0
Brochure		0.0%	0

2. How did you hear about this distance education course? (You may select more than one response)			
I have taken a Distance Education course before		0.0%	0
Other		0.0%	0
	answered question		**0**
	skipped question		**0**

3. Please indicate if and where you have access to the following:

	Home	Work	College	Other access	No access	Response Count
Television	**0.0%**	0.0%	0.0%	0.0%	0.0%	0
VCR-DVD	**0.0%**	0.0%	0.0%	0.0%	0.0%	0
Cable TV service	**0.0%**	0.0%	0.0%	0.0%	0.0%	0
Computer	**0.0%**	0.0%	0.0%	0.0%	0.0%	0
Modem	**0.0%**	0.0%	0.0%	0.0%	0.0%	0
Fax	**0.0%**	0.0%	0.0%	0.0%	0.0%	0
Internet access	**0.0%**	0.0%	0.0%	0.0%	0.0%	0
E-Mail access	**0.0%**	0.0%	0.0%	0.0%	0.0%	0
Telephone	**0.0%**	0.0%	0.0%	0.0%	0.0%	0
Satellite	0.0%	0.0%	0.0%	0.0%	0.0**%**	0
					answered question	**0**
					skipped question	**0**

4. Please indicate the extent to which each of the following was a reason that you took this distance education course:

	Very Important	Important	Somewhat Important	Does not matter at all	Do not know	Response Count
To fulfill requirements for associate degree	0.0%	0.0%	0.0%	0.0%	0.0%	0
To fulfill requirements for transfer	0.0%	0.0%	0.0%	0.0%	0.0%	0
To fulfill requirements for vocational certificate	0.0%	0.0%	0.0%	0.0%	0.0%	0
To improve job skills/expand job opportunities	0.0%	0.0%	0.0%	0.0%	0.0%	0
Instructor has a good reputation	0.0%	0.0%	0.0%	0.0%	0.0%	0
Personal interest	0.0%	0.0%	0.0%	0.0%	0.0%	0
Course not offered on campus	0.0%	0.0%	0.0%	0.0%	0.0%	0
On campus sections were full	0.0%	0.0%	0.0%	0.0%	0.0%	0

4. Please indicate the extent to which each of the following was a reason that you took this distance education course:						
Convenience	0.0%	0.0%	0.0%	0.0%	0.0%	0
Because of my disability	0.0%	0.0%	0.0%	0.0%	0.0%	0
Thought Distance Education would be easier	0.0%	0.0%	0.0%	0.0%	0.0%	0
Course was not available to me in a classroom setting	0.0%	0.0%	0.0%	0.0%	0.0%	0
I had success with a previous distance education class	0.0%	0.0%	0.0%	0.0%	0.0%	0
Unable to come to campus	0.0%	0.0%	0.0%	0.0%	0.0%	0
I like computer technology	0.0%	0.0%	0.0%	0.0%	0.0%	0
Other	0.0%	0.0%	0.0%	0.0%	0.0%	0
					answered question	**0**
					skipped question	**0**

5. How far is your home from the nearest community college campus?		
	Response Percent	**Response Count**
1-5 miles	0.0%	0
6-10 miles	**0.0%**	0
11-15 miles	0.0%	0
16-20 miles	0.0%	0
more than 20 miles	0.0%	0
	answered question	**0**
	skipped question	**0**

6. Compared to other on-campus based courses how much time do you spend on the Distance Education course?

		Response Percent	Response Count
a lot more		0.0%	0
a little more		0.0%	0
same amount of time		0.0**%**	0
a little less		0.0%	0
a lot less		0.0%	0
	answered question		**0**
	skipped question		**0**

7. Please indicate your level of satisfaction with each of the following aspects of your distance education course:

	Very Satisfied	Satisfied	Somewhat satisfied	test	N/A	Response Count
Reliability of the technology used for instruction	0.0%	**0.0%**	0.0%	0.0%	0.0%	0
Quality of instruction/instructional presentation	0.0%	0.0**%**	0.0%	0.0%	0.0%	0
Quality of course materials	0.0%	0.0**%**	0.0%	0.0%	0.0%	0
Accessibility of course materials for students with disabilities	0.0%	0.0**%**	0.0%	0.0%	0.0%	0
Quality of student to faculty interaction	0.0%	0.0**%**	0.0%	0.0%	0.0%	0
Amount of student to faculty interaction	0.0%	0.0**%**	0.0%	0.0%	0.0%	0
Faculty availability/responsiveness to questions/concerns	0.0%	0.0**%**	0.0%	0.0%	0.0%	0
Quality of student to student interaction	0.0%	0.0**%**	0.0**%**	0.0%	0.0%	0
Amount of student to student interaction	0.0%	0.0**%**	0.0%	0.0%	0.0%	0
Overall course quality	0.0%	0.0**%**	0.0%	0.0%	0.0%	0
Your own access to the course	0.0%	0.0**%**	0.0%	0.0%	0.0%	0

7. Please indicate your level of satisfaction with each of the following aspects of your distance education course:						
Quality of self-assessments and practices	0.0%	0.0%	0.0%	0.0%	0.0%	0
Quality of discussion to analyze and comprehend course material	0.0%	0.0%	0.0%	0.0%	0.0%	0
Library services	0.0%	0.0%	0.0%	0.0%	0.0%	0
Extent to which course helped you achieve your academic/vocational goal	0.0%	0.0%	0.0%	0.0%	0.0%	0
Availability of sufficient self-assessment practices and information processors	0.0%	0.0%	0.0%	0.0%	0.0%	0
					answered question	**0**
					skipped question	**0**

8. Please indicate the level of availability of each of the following support services in relationship to your distance education class.

	Very satisfied	Satisfied	Somewhat satisfied	Very unsatisfied	N/A	Response Count
Registration	0.0%	0.0%	0.0%	0.0%	0.0%	0
Counseling	0.0%	0.0%	0.0%	0.0%	0.0%	0
Financial aid assistance	0.0%	0.0%	0.0%	0.0%	0.0%	0
Obtaining textbooks and other course materials	0.0%	0.0%	0.0%	0.0%	0.0%	0
Disability support services	0.0%	0.0%	0.0%	0.0%	0.0%	0
Tutorial services	0.0%	0.0%	0.0%	0.0%	0.0%	0
Job placement services	0.0%	0.0%	0.0%	0.0%	0.0%	0
Help Desk	0.0%	0.0%	0.0%	0.0%	0.0%	0
Library services	0.0%	0.0%	0.0%	0.0%	0.0%	0
					answered question	**0**
					skipped question	**0**

9. Please indicate the extent to which you agree or disagree with each of the following statements about your distance education course.

	Strongly agree	Agree	Disagree	Strongly disagree	Don't Know	N/A	Response Count
The distance education course was more academically demanding that a typical on-campus class	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0
The distance education course demanded more time for lessons, activities, and homework than a typical on-campus class	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0
The method of instruction for my distance education course made the course more interesting	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0
The method of instruction for my distance education course made the course material easier to understand	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0

9. Please indicate the extent to which you agree or disagree with each of the following statements about your distance education course.							
The method of instruction for my distance education course interfered with my learning	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0
I did as well academically in this course as I would have in a typical on-campus class	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0
My satisfaction or success was limited because of technical or equipment difficulties	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0
I had more interaction with my distance education instructor than I normally would have with a classroom instructor	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0
I had more course-related interaction with other students in my distance education class than I normally	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0

9. Please indicate the extent to which you agree or disagree with each of the following statements about your distance education course.							
would have in a classroom-based course							
I would take another distance education course	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0
I would not take a distance education course if the same course was available on campus	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0
Community colleges should offer more distance education courses	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0
The course material stimulated my interest in the subject	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0
I possessed all the technical and time management skills necessary to succeed in a distance education course prior to enrolling	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0

9. Please indicate the extent to which you agree or disagree with each of the following statements about your distance education course.							
in the course							
I needed the instructor to keep me on track and help me manage my time to succeed in this course	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0
It was difficult for me to turn in all assignments on time	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0
Participating in online discussion was more of a joy than a chore	0.0%	**0.0%**	0.0%	0.0%	0.0%	0.0%	0
						answered question	**0**
						skipped question	**0**

10. Please indicate the frequency with which you use each of the following methods to communicate with your distance education instructor (not including non-interactive class lectures):

	Never	Seldom	Occasionally	Somewhat often	Very often	Response Count
Phone (private)	0.0%	0.0%	0.0%	0.0%	0.0%	0
Audioconferencing (telephone conference calls)	0.0%	0.0%	0.0%	0.0%	0.0%	0
E-Mail	0.0%	0.0%	0.0%	0.0%	0.0%	0
List-Serve	0.0%	0.0%	0.0%	0.0%	0.0%	0
On-line bulletin board	0.0%	0.0%	0.0%	0.0%	0.0%	0
Off-line reader/modem	0.0%	0.0%	0.0%	0.0%	0.0%	0
Chat room	0.0%	0.0%	0.0%	0.0%	0.0%	0
Fax	0.0%	0.0%	0.0%	0.0%	0.0%	0
Mail	0.0%	0.0%	0.0%	0.0%	0.0%	0
In person during office hours	0.0%	0.0%	0.0%	0.0%	0.0%	0
In person at a mid-term or final	0.0%	0.0%	0.0%	0.0%	0.0%	0
Videoconferencing	0.0%	0.0%	0.0%	0.0%	0.0%	0

10. Please indicate the frequency with which you use each of the following methods to communicate with your distance education instructor (not including non-interactive class lectures):						
Other	0.0%	0.0%	0.0%	0.0%	0.0%	0
					answered question	**0**
					skipped question	**0**

Attachment 10
District Agenda, December 2008

MERCED COLLEGE
Office of the President

BOARD AGENDA BACKUP

PRESENTED TO THE BOARD OF TRUSTEES OF THE
MERCED COMMUNITY COLLEGE DISTRICT
AT THE December 2, 2008 MEETING OF THE BOARD

Item: Substantive Change Proposal for Merced College's Distance Education courses

Presented by: Anne Newins

_____ For Information ____X___ For Action

Background Information:

The Western Association of Schools and Colleges, our accrediting agency, requires the submission of a "Substantive Change Proposal" when there are significant changes in the delivery of a course or program. Specifically, a proposal must be submitted when more than 50% of a program is offered through a "mode of distance or electronic delivery." Merced College now offers sufficient courses that 50% of several program majors can be completed.

Recommended Action:

Approve the Substantive Change Proposal for Distance Education. If approved, the proposal will be sent to the Western Association of Schools and Colleges for their review and approval.

Attachment:

Substantive Change Proposal for Distance Education