**Riverside City College
Curriculum Committee Agenda**

April 28, 2020 • 3-5 pm • via Zoom

**Zoom meeting info:**

**Join from PC, Mac, Linux, iOS or Android: https://cccconfer.zoom.us/j/91951505895**

Or iPhone one-tap (US Toll): +16699006833,91951505895# or +13462487799,91951505895#

Or Telephone:

 Dial:

 +1 669 900 6833 (US Toll)

 +1 346 248 7799 (US Toll)

 +1 301 715 8592 (US Toll)

 +1 312 626 6799 (US Toll)

 +1 646 876 9923 (US Toll)

 +1 253 215 8782 (US Toll)

 **Meeting ID: 919 5150 5895**

 International numbers available: https://cccconfer.zoom.us/u/abtWXGwVid

Or Skype for Business (Lync):

 SIP:91951505895@lync.zoom.us

1. Call to Order / Zoom protocol reminders
	1. Mute mic unless talking
	2. Hand raising procedure
	3. Leave early chat notice
	4. Vote procedure
2. Approval of the Agenda
3. Approval of Minutes: March 10, 2020
4. Wellness Check-in
5. **Action Items**
6. Reports
	1. Curriculum Chair – Kelly Douglass
		1. DE addendum (Emergency vs. Permanent)
		2. Compliance report courses and May report
		3. Updates
			1. Email to Chairs – start in the fall
			2. ESL discipline name change at DCC
			3. General Education category (disciplines vs. classes)
	2. Articulation Officer – Ellen Drinkwater
	3. Instructional Programs Support Coordinator – Casandra Greene
	4. Tech Review Chair – Steven Schmidt
	5. CIO – Carol Farrar:
		1. ~~Updates on Program Discontinuance~~ – (no update; saved for later)
7. Curriculum Policy & Procedure
	* 1. Curriculum Handbook Approval Cycle will align with academic calendar
		2. Curriculum Elections this semester
8. Open Forum

**Action Items Index**

1. Course Deletions: pg. 3-4
2. Course Exclusions: None
3. Course Inclusions: None
4. Major Course Modifications: pg. 4-5
5. Minor Course Modifications: pg. 5
6. Discipline Inclusion: None
7. Distance Education: pg. 6-7
8. New Courses: pg. 7-9
9. New State/Locally Approved Certificates/Degrees: pg. 9-10
10. State/Locally Approved Certificate/Degree Modifications: pg. 11
11. State/Locally Approved Certificate/Degree Inclusions: None
12. State/Locally Approved Certificate/Degree Exclusions: None
13. State/Locally Approved Certificate/Degree Discontinuance: None

**Information Items Index**

1. Course Deletions: None
2. Course Inclusions: pg. 11
3. Course Exclusions: None
4. Discipline Proposals: None
5. Distance Education: None
6. Major Course Modifications: pg. 11
7. Minor Course Modifications: None
8. New Courses: pg. 11
9. New State/Locally Approved Certificates/Degrees: pg. 11-15
10. State/Locally Approved Certificate/Degree Modifications: None
11. State/Locally Approved Certificate/Degree Inclusions: None
12. State/Locally Approved Certificate/Degree Exclusions: None
13. State/Locally Approved Certificate/Degree Discontinuance: None

**Attachments:**

* Minutes from March 10, 2020 meeting

**Action Items and Information Items**

|  |
| --- |
| **ACTION ITEMS** |
| **Course** | **Long\_Title** | ***Rationale*** | **Campus** |
| **Course Deletions** |  |
| AUB-1 | Survey of Automotive Body Technology | *Course has not been offered in at least 10 years, and is not part of any certificate pattern* | R |
| AUB-70 | Automotive Cooperative Training-Entry | *Course was developed over 10 years ago, and has never been offered.* | R |
| AUB-71 | Automotive Cooperative Training-Intermediate | *Course was created over 10 years ago, and has never been offered.* | R |
| AUB-72 | Automotive Cooperative Training-Refinishing | *Course was created over 10 years ago, and has never been offered.* | R |
| AUB-73 | Automotive Cooperative Training-Advanced | *Course was created over 10 years ago, and has never been offered.* | R |
| AUB-74 | Automotive Cooperative Training-Mechanical | *Course was created over 10 years ago, and has never been offered.* | R |
| NRN-13 | Acute and Chronic Illness I/Pathophysiology II/Pharmacology III | *This course is being deleted as it is no longer part of the Registered Nursing Program of Record. The content of this course was redistributed to NRN-11, NRN-12, NRN-21, and NRN-22, in order to comply with CSU statewide transfer model curriculum. NRN-14 was added to satisfy the lower division Lifelong Learning (Area E) for CSU and replaces the NRN-13 course in the Program of Record. The last offering of this course will be Winter 2020. The Program Modification, without NRN-13, was approved at the June 2019 Board of Trustees meeting.* | R |
| NRN-20 | National Council Licensure Examination for Registered Nurses (NCLEX-RN) | *This course is being deleted as it is no longer a viable offering. As part of program requirements, students purchase a standardized testing package to assess program outcomes, content for licensure, and predictability of success on the state licensing exam. This package includes a 3-day live review for the NCLEX-RN licensure exam. This course has not been offered since Winter 2011.* | R |
| **Course Major Modifications** |  |
| CAT-95A | Introduction to the Internet -- Living Online | *Modifying course to update it and align it's content with a certification exam that will help students to prepare for one of the IC3 Digital Literacy Certification exams.* | R |
| CAT-98B | Advanced Excel | *Major Modification: Course Description, Short Description, SLOs, Content, TBA Lab Content, MOI, MOE, Books and Materials Update* | MNR |
| CIS-95A | Introduction to the Internet -- Living Online | *Modifying course to update it and align it's content with a certification exam that will help students to prepare for one of the IC3 Digital Literacy Certification exams.* | MR |
| CIS-98B | Advanced Excel | *Major Modification: Course Description, Short Description, SLOs, Content, TBA Lab Content, MOI, MOE, Books and Materials Update* | MNR |
| CUL-20 | Fundamentals of Baking I | *Update SLOs. Bring Course up to Date.* | R |
| CUL-21 | Fundamentals of Baking II | *Update SLOs. Bring Course up to Date.* | R |
| CUL-36 | Introduction to Culinary Arts | *Update SLOs, bring course up to date.* | R |
| CUL-37 | Intermediate Culinary Arts | *Change SLOs, bring course up to date.* | R |
| DAN-6 | Dance Appreciation | *General update to include Course Objectives, streamlined SLO's, and textbooks.* | MNR |
| KIN-30 | First Aid and CPR | *Add learning objectives, update course materials, SLO's and sample assignments.* | MNR |
| KIN-36 | Wellness: Lifestyle Choices | *Change the course description, course topics, sample assignments and course materials.* | NR |
| KIN-4 | Nutrition | *We want Nutrition to align with the C-ID descriptor. Changed the short description, added learning objectives, added an SLO, updated the course content and the course materials.* | MNR |
| *Note: THE courses were held at March 10 CC meeting to clarify general education status. GESLOs have been added to all Theater Arts courses as required by current catalog.* |
| THE-2 | Play Practicum-Special Projects Laboratory I | *Modify assignments* | NR |
| THE-25 | Makeup for the Stage | *Update to course to comply with C-ID* | R |
| THE-26 | Directing for the Stage | *Add/modify assignments.* | R |
| THE-30 | Voice and Movement for the Stage | *Add/Modify Assignments* | R |
| THE-32 | Acting Fundamentals - Theater Games and Exercises | *ADD/Modify Assignments* | MNR |
| THE-33 | Scene Acting-Creating a Role | *ADD/Modify Assignments* | NR |
| THE-34 | Scene Study in Various Theatrical Styles | *Add/modify assignments* | NR |
| THE-35 | Classical Acting with Emphasis in Shakespearean Verse | *Add/Modify Assignments* | NR |
| THE-36 | Improvisational Acting | *Add/Modify Assignments* | R |
| THE-37 | Musical Theater Techniques | *Modify Assignments* | R |
| THE-38 | Auditioning for the Stage | *Add/Modify Assignments* | R |
| THE-39 | Acting for the Camera | *Add/Modify Assignments* | NR |
| THE-4 | Play Practicum-Special Projects Lab II | *Add/Modify Assignments* | NR |
| THE-41 | Elementary Stagecraft |  | NR |
| THE-44 | Theatrical Set Design | *Modify Assignments* | NR |
| THE-46 | Theatrical Costume Design | *Assignment modification* | NR |
| THE-48 | Theatrical Lighting Design | *Add/Modify Assignments* | NR |
| THE-49 | Scenic Painting for the Theater | *Add/Modify Assignments* | R |
| THE-5 | Theater Practicum | *Add/Modify Assignments* | NR |
| THE-54 | Introduction to Stage Management | *Add/Modify Assignments* | R |
| THE-55 | Beginning Musical Theatre I |  | R |
| THE-56 | Beginning Musical Theatre II |  | R |
| THE-6 | Advanced Theater Practicum | *Add/Modify Assignments* | R |
| **Course Minor Modifications (NO ACTION REQUIRED; these are info items only; after TR minor mod approvals go directly to Educational Services)** |  |
| CUL-38 | Advanced Culinary Arts | *Update SLOs, bring course up to date.* | R |
| THE-57 | Intermediate Musical Theatre I | *Creating a new course designed specifically for the development of the students abilities in musical theatre techniques for the stage. Created to develop technical skills as it relates to musical theatre performance.* | R |
| THE-58 | Intermediate Musical Theatre II | *Creating a new course designed specifically for the development of the students abilities in musical theatre techniques for the stage. Created to develop technical skills as it relates to musical theatre performance.* | R |
| **Distance Education Addenda** |  |
| ELE-11DE | DC Electronics | *This 63 hour lecture, 27 hour lab course that was previously taught completely in the Face-to-Face (F2F) mode needs to be taught in hybrid (blended) mode in order to take pressure off classroom space availability thus giving more options for the scheduling of courses, give more flexibility to varied student schedules, reduce driving time, reduce parking costs, and allow asynchronous lectures--at a time that is more accessible to working students. Lectures will be taught in Canvas. The loss of seat-time related to the former F2F lecture time will be equitably substituted with online resources and the regular and substantive contact with the instructor and other peers. The lab will remain on-campus in the traditional F2F mode. On campus, expensive equipment and unique supplies will be freely available to students who might not otherwise be able to afford these necessary lab items. Lost seat time from F2F lectures will be replaced by accessible, high value, multi-media online teaching experiences that will likely include: videotaped lectures with closed-captioning with available transcripts to support them; both internal and external links to accessible materials; multi-media content; and research materials with study-guides. F2F discussions will be replaced with the use of email, discussion boards and chat-rooms. Points will be associated with significant contributions to these communication avenues, along with regular interactive online assignments. The effective virtual classroom should increase the number and depth of student-student, student-content, and student-teacher interactions.* | N |
| ELE-13DE | AC Electronics | *This 54 hour lecture, 54 hour lab course that was previously taught completely in the Face-to-Face (F2F) mode needs to be taught in hybrid (blended) mode in order to take pressure off classroom space availability thus giving more options for the scheduling of courses, give more flexibility to varied student schedules, reduce driving time, reduce parking costs, and allow asynchronous lectures--at a time that is more accessible to working students. Lectures will be taught in Canvas. The loss of seat-time related to the former F2F lecture time will be equitably substituted with online resources and the regular and substantive contact with the instructor and other peers. The lab will remain on-campus in the traditional F2F mode. On campus, expensive equipment and unique supplies will be freely available to students who might not otherwise be able to afford these necessary lab items. Lost seat time from F2F lectures will be replaced by accessible, high value, multi-media online teaching experiences that will likely include: videotaped lectures with closed-captioning with available transcripts to support them; both internal and external links to accessible materials; multi-media content; and research materials with study-guides. F2F discussions will be replaced with the use of email, discussion boards and chat-rooms. Points will be associated with significant contributions to these communication avenues, along with regular interactive online assignments. The effective virtual classroom should increase the number and depth of student-student, student-content, and student-teacher interactions.* | N |
| **New Courses** |  |
| ADJ-A23A | Law Enforcement on Tribal Lands | *Because Riverside County has numerous Native American Reservations/Lands it is important to provide clarity to all citizens about Public Law 280. Public Law 280 deals with the application and authority, and relative application of civil versus regulatory laws, federal trust properties, Native American land status and its impact on law enforcement.* | M |
| CAT-808 | Critical Thinking, Problem Solving and Decision Making | *This course is part of noncredit certificate.* | MR |
| CAT-809 | Business Writing in a Technological World | *This course is part of noncredit certificate.* | R |
| CAT-810 | Time Management | *This course is part of noncredit certificate.* | MR |
| CAT-811 | High Impact Presentations and Proposals for the Work Place | *This course if part of a noncredit certificate.* | MR |
| CAT-812 | Workplace Communication Strategies | *This course is part of a noncredit certificate.* | R |
| CIS-41D | Advanced Security Concepts and Practices | *The purpose of this course is to provide professional approaches that will help students prepare for consulting, auditing and specialist positions in the security field. It will encompass overall security practices and approaches that will aid student in their professional career. This course supports the final emphasis of cybersecurity in IT Technician Pathway, and constructs the foundation for Healthcare Security Practitioner specialization to promote Career & Technical Education within the community.* | MR |
| ENP-50 | Introduction to Entrepreneurship | *Course is being added to offer a larger variety of entrepreneur courses, along with new certificates.* | MNR |
| ENP-51 | Entrepreneurship Basics | *Course is being added to offer a larger variety of entrepreneur courses, along with new certificates.* | MNR |
| ENP-53 | Money, Finance and Accounting for Entrepreneurs | *Course is being added to offer a larger variety of entrepreneur courses, along with new certificates.* | MNR |
| ENP-54 | Business Model Canvas and Presentations for Entrepreneurs | *Course is being added to offer a larger variety of entrepreneur courses, along with new certificates.* | MNR |
| ENP-55 | Entrepreneurial Simulation - Capstone | *Course is being added to offer a larger variety of entrepreneur courses, along with new certificates.* | MNR |
| ENP-70 | Building an Entrepreneurial Team | *Course is being added to offer a larger variety of entrepreneur courses, along with new certificates.* | MNR |
| ENP-71 | Solopreneurship | *An optional course as part of Entrepreneurship Certificate* | MNR |
| ENP-850 | Introduction to Entrepreneurship | *Course is being added to offer a larger variety of entrepreneur courses, along with new certificates.* | MNR |
| ENP-851 | Entrepreneurship Basics | *Course is being added to offer a larger variety of entrepreneur courses, along with new certificates.* | MNR |
| ENP-853 | Money, Finance and Accounting for Entrepreneurs | *Course is being added to offer a larger variety of entrepreneur courses, along with new certificates.* | MNR |
| ENP-854 | Business Model Canvas and Presentations for Entrepreneurs | *Text to be entered* | MNR |
| ENP-855 | Entrepreneurial Simulation - Capstone | *Text to be entered later* | MNR |
| ENP-870 | Building an Entrepreneurial Team | *Course is being added to offer a larger variety of entrepreneur courses, along with new certificates.* | MNR |
| ENP-871 | Solopreneurship | *This course is part of the electives toward completion of the certificate.* | MNR |
| POL-10 | International Organizations | *The discipline's program, Model United Nations, requires that students become aware of the United Nations' genesis, development, and current configuration. This class provides students with an introduction to the United Nations as well as the skills that... NOTE: This course was held at the March 10, 2020 CC meeting to clarify questions about course purpose. POL faculty were consulted and this course is written as intended by discipline for Model UN use.* | R |
| **New Programs - Credit Certificates** |  |
| CIS-CERT CA R | IT Technician Pathway Certificate in Cybersecurity Analyst | *This certificate supports the California Community Colleges’ IT Technician Pathway, which emphasizes technical career preparation and industry certification (ISC)2 SSCP certification or CompTIA Advanced Security Practitioner Certification (CASP). Note: Course has been held at RCC CC since 11/12/19 for missing documentation; at 3/10 meeting RCC discipline, department, and advisory minutes are missing (attachements were MVC); Now that new PCAH is in effect, we also need updated narrative and consortia recommendation.* | R |
| CIS-CERT ITPCS | IT Technician Pathway: Cybersecurity Specialist | *The IT Technician Pathway Certificate in Cybesercurity Specialist will provide students with proficiency in security measures and practices to protect systems in organizational networks. Note: Course has been held at RCC CC since 11/12/19 for missing documentation; at 3/10 meeting RCC discipline, department, and advisory minutes are missing (attachements were MVC); Now that new PCAH is in effect, we also need updated narrative and consortia recommendation.* | R |
| ENP-CERT REE | Entrepreneurial Essentials | *Certificate is being added to offer a larger variety of entrepreneur certificates within the Business discipline.* | R |
| ENP-CERT REF | Entrepreneurial Foundations | *Certificate is being added to offer a larger variety of entrepreneur certificates within the Business discipline.* | R |
| ENP-CERT RET | Entrepreneurship and the Team | *Certificate is being added to offer a larger variety of entrepreneur certificates within the Business discipline.* | R |
| **New Programs - Non-Credit Certificates** |  |
| CAT-CERT WC R | Business Information Worker Essential Preparation: Workplace Communication Certificate of Completion | *To provide workplace communication and skills for improved marketability and employability. Note: Course has been held at RCC CC since 11/12/19 for missing documentation; at 3/10 meeting RCC discipline, minutes are missing (attachements were MVC); Now that new PCAH is in effect, we also need updated narrative and consortia recommendation.* | R |
| CAT-CERT WDM R | Business Information Worker Essential Preparation: Workplace Decision Making and Time Management Certificate of Completion | *To provide critical thinking, decision making, time management and self-management skills for improved marketability and employability. Note: Course has been held at RCC CC since 11/12/19 for missing documentation; at 3/10 meeting RCC discipline, minutes are missing (attachements were MVC); Now that new PCAH is in effect, we also need updated narrative and consortia recommendation.* | R |
| ENP-CERT RNEE | Entrepreneurial Essentials | *Certificate is being added to offer a larger variety of entrepreneur certificates within the Business discipline.* | R |
| ENP-CERT RNEF | Entrepreneurial Foundations | *Certificate is being added to offer a larger variety of entrepreneur certificates within the Business discipline.* | R |
| ENP-CERT RNET | Entrepreneurship and the Team | *Certificate is being added to offer a larger variety of entrepreneur certificates within the Business discipline.* | R |
| PDS-CERT SCT R | Successful Career Transitions | *The Successful Career Transitions certificate will provide students with the skills they need to successfully seek and obtain a new job. Students will learn to evaluate the job market and their own workplace skills, conduct a strategic job search, effectively network, write a persuasive cover letter and resume, and employ effective interview techniques.* | R |
| **Program Modification** |   |
| NRN-ADN | Registered Nursing | *The CSU’s recently agreed to accepting PSY-48 or SOC-48 for the Statistics requirement. The change in units is a result of MAT-12 or 12H being 4 units and PSY- and SOC-48 being 3 units. This will allow students greater flexibility.* | R |
|   |   |  |   |
| **Information Items (these items are under consideration at MVC or NOR CCs today)** |
| **Course Inclusion** |  |
| ASL-22 | American Deaf Culture | *Course will be offered to anyone who is interested in learning about Deaf Culture and one doesn’t have to take American Sign Language courses. Course will benefit American Sign Language learners with more understanding and be more aware of the Deaf community.* | M |
| **Course Major Modifications** |  |
| CON-63A | International Building Code | *update COR* | N |
| **New Courses** |  |
| EAR-810 | Family Child Care – Our Business | *To enhance the quality of child care available in family child care homes, assist providers in setting up good business practices and to improve retention in the field.* | MN |
| EAR-811 | Family Child Care – Our Curriculum | *To enhance the quality of child care available in family child care homes, assist providers in setting up an optimal learning environment and prepare students for credit classes in child development.* | MN |
| EAR-812 | Family Child Care – Our Family and Community | *To enhance the quality of child care available in family child care homes, assist providers in setting up good business practices and to improve retention in the field.* | MN |
| **New Programs - Credit Certificates** |  |
| ENP-CERT MEE | Entrepreneurial Essentials | *Certificate is being added to offer a larger variety of entrepreneur certificates within the Business discipline.* | M |
| ENP-CERT MEF | Entrepreneurial Foundations | *Certificate is being added to offer a larger variety of entrepreneur certificates within the Business discipline.* | M |
| ENP-CERT MET | Entrepreneurship and the Team | *Certificate is being added to offer a larger variety of entrepreneur certificates within the Business discipline.* | M |
| ENP-CERT NEE | Entrepreneurial Essentials | *Certificate is being added to offer a larger variety of entrepreneur certificates within the Business discipline.* | N |
| ENP-CERT NEF | Entrepreneurial Foundations | *Certificate is being added to offer a larger variety of entrepreneur certificates within the Business discipline.* | N |
| ENP-CERT NET | Entrepreneurship and the Team | *Certificate is being added to offer a larger variety of entrepreneur certificates within the Business discipline.* | N |
| **New Programs - Non-Credit Certificates** |  |
| EAR-CERT FCCPM | Family Childcare Provider | *To enhance the quality of child care available in family child care homes, assist providers in setting up good business practices and to improve retention in the field. Currently, there is no certificate at Moreno Valley College that is specially geared toward building a student’s understanding of becoming a family child care provider. This certificate is constructed to fill that gap and allow adult learner to build the specific knowledge necessary to meet their goals as an early care educator and provider. This certificate will allow students with further exploration and development of essential skills and workforce preparation needed for careers in child care. RCCD currently offers a credit course that addresses many of the skills outlined in this certificate; however, this certificate will expand access to those interested in noncredit and a pathway to credit child development courses.* | M |
| EAR-CERT FCCPN | Family Child Care Provider | *To enhance the quality of child care available in family child care homes, assist providers in setting up good business practices and to improve retention in the field. Currently, there is no certificate at Moreno Valley College that is specially geared toward building a student’s understanding of becoming a family child care provider. This certificate is constructed to fill that gap and allow adult learner to build the specific knowledge necessary to meet their goals as an early care educator and provider. This certificate will allow students with further exploration and development of essential skills and workforce preparation needed for careers in child care. RCCD currently offers a credit course that addresses many of the skills outlined in this certificate; however, this certificate will expand access to those interested in noncredit and a pathway to credit child development courses.* | N |
| ENP-CERT MNEE | Entrepreneurial Essentials | *Certificate is being added to offer a larger variety of entrepreneur certificates within the Business discipline.* | M |
| ENP-CERT MNEF | Entrepreneurial Foundations | *Certificate is being added to offer a larger variety of entrepreneur certificates within the Business discipline.* | M |
| ENP-CERT MNET | Entrepreneurship and the Team | *Certificate is being added to offer a larger variety of entrepreneur certificates within the Business discipline.* | M |
| ENP-CERT NNEE | Entrepreneurial Essentials | *Certificate is being added to offer a larger variety of entrepreneur certificates within the Business discipline.* | N |
| ENP-CERT NNEF | Entrepreneurial Foundations | *Certificate is being added to offer a larger variety of entrepreneur certificates within the Business discipline.* | N |
| ENP-CERT NNET | Entrepreneurship and the Team | *Certificate is being added to offer a larger variety of entrepreneur certificates within the Business discipline.* | N |
| ESL-CERT AE M | Noncredit Advanced American College English | *Mirrored, non-credit courses allow low-income students increased access to college and an easy option for starting language acquisition courses. Although transfer is the goal of some students, others simply want to improve their English so that they can successfully complete CTE certificates or be more successful in their business. However, before they can be successful in either academic or CTE courses, they need to be able to function in English in an academic environment. Unfortunately, students who have not lived in California for a year and a day must pay non-resident fees $258 ($304 total per unit), making a typical ESL class $1,520 instead of $240. For many of our undocumented prospective students, even the resident rate is not achievable. Since noncredit courses have low or no tuition, they allow students to access a college education. In addition to providing an inexpensive entry point, non-credit courses allow students to save financial aid for their credit courses.* | M |
| ESL-CERT BE M | Noncredit Beginning American College English | *Mirrored, non-credit courses allow low-income students increased access to college and an easy option for starting language acquisition courses. Although transfer is the goal of some students, others simply want to improve their English so that they can successfully complete CTE certificates or be more successful in their business. However, before they can be successful in either academic or CTE courses, they need to be able to function in English in an academic environment. Unfortunately, students who have not lived in California for a year and a day must pay non-resident fees $258 ($304 total per unit), making a typical ESL class $1,520 instead of $240. For many of our undocumented prospective students, even the resident rate is not achievable. Since noncredit courses have low or no tuition, they allow students to access a college education. In addition to providing an inexpensive entry point, non-credit courses allow students to save financial aid for their credit courses.* | M |
| PDS-CERT SCT M | Successful Career Transitions | *The Successful Career Transitions certificate will provide students with the skills they need to successfully seek and obtain a new job. Students will learn to evaluate the job market and their own workplace skills, conduct a strategic job search, effectively network, write a persuasive cover letter and resume, and employ effective interview techniques.* | M |
| PDS-CERT SCT N | Successful Career Transitions | *The Successful Career Transitions certificate will provide students with the skills they need to successfully seek and obtain a new job. Students will learn to evaluate the job market and their own workplace skills, conduct a strategic job search, effectively network, write a persuasive cover letter and resume, and employ effective interview techniques.* | N |

***TIGER PRIDE VALUES***

**Tradition and Innovation:**  We work collaboratively to develop flexible and creative solutions to meet the evolving needs of our community and embrace change while respecting our tradition and legacy of strong partnerships.

**Integrity and Transparency:** We promote an environment of trust by being honest, fair, transparent, and equitable.  We honor our commitments to our students, staff, and communities.

**Growth and Continual Learning:** We commit to intellectual inquiry, reflection, professional development, and growth for all stakeholders.  We adjust our teaching practices to provide equitable opportunities and outcomes and to encourage continual learning for our students, faculty, and staff.

**Equity-Mindedness:**  We promote social justice and equity.

**Responsiveness:**  We respond to the needs of our students and communities through engagement and collaboration.

​**Student-Centeredness:**  We create meaningful learning environments that value the strengths and experiences our students bring and that support students in developing and accomplishing their personal, education, and career goals.​