Los Angeles Community College District

COURSE OUTLINE
(Replaces PNCR and Course Outline)

Section I: BASIC COURSE INFORMATION

OUTLINE STATUS: Course Update, 2007-2008

* 

1. COLLEGE: L.A. SOUTHWEST

2. SUBJECT (DISCIPLINE) NAME\(^1\): Theater
   (40 characters, no abbreviations)

3. COURSE NUMBER: 270

4. COURSE TITLE: Beginning Acting

5. UNITS: 3

6. CATALOG COURSE DESCRIPTION -- Provide a description of the course, including an overview of the topics covered:

   This course is designed to exercise the separate parts of the composite art of acting which includes thought, preparation, character analysis for monologue and scene preparation and both objective and subjective responses to all parts. Also, emphasis will be placed on improvisation, cold readings and interpretation. The ultimate goal is to develop a firm foundation for the novice actor in basic acting techniques while being immersed in sensibility to the great dramatic works of the human imagination.

7. CLASS SCHEDULE COURSE DESCRIPTION -- Provide a brief description of the course, including an overview of the topics covered:

   This course is an introduction to basic principles and techniques of acting. The course offers the student an opportunity to perform laboratory scenes, participate in readings and class exercises.

8. INITIAL COLLEGE COURSE APPROVAL DATE: 1981
   COLLEGE OUTLINE APPROVAL DATE: 10/16/07

9. UPDATES (check all applicable boxes):

   ☒ Content Previous Update: 2005-2006
   ☒ Objectives Previous Update: 2005-2006
   ☐ College Specific Course Attributes/Data Elements Previous Update:
   ☐ Districtwide Course Attributes/Data Elements Previous Update:
   ☒ Other (describe) Previous Update:

   Slight change in course description

\(^1\) Underlined course attributes are the same for the course throughout the LACCD; all other course attributes are college specific.
10. CLASS HOURS:

| Lecture: | 3 | 54 | 3 |
| Lab/activity (w/homework): | | | |
| Lab/activity (w/o homework): | | | |
| Total: | 3 | 54 | 3 |

**Note:** The Carnegie Rule and Title 5, section 55002 sets forth the following minimum standards: 1 unit = 1 hour lecture per week, 2 hours homework per week; OR 2 hours per week of lab with homework; OR 3 hours of lab per week without homework. The hours per week are based on a standard 18-week calendar. Lecture also includes discussion and/or demonstration hours, laboratory includes activity and/or studio hours.

11. PREREQUISITES, COREQUISITES, ADVISORIES ON RECOMMENDED PREPARATION, and LIMITATION ON ENROLLMENT

**Note:** The LACCD’s Policy on Prerequisites, Corequisites and Advisories requires that the curriculum committee take a separate action verifying that a course’s prerequisite, corequisite or advisory is an “appropriate and rational measure of a student’s readiness to enter the course or program” and that the prerequisite, corequisite or advisory meets the level of scrutiny delineated in the policy.

**ENTRY SKILLS FOR COURSES WITH PREREQUISITES:**

- **Prerequisites:** None (If Yes, complete information below)

<table>
<thead>
<tr>
<th>Subject</th>
<th>Number</th>
<th>Course Title</th>
<th>Units</th>
<th>Validation Approval Date (official use only)</th>
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- **Corequisite:** None (If Yes, complete information below)

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<tr>
<th>Subject</th>
<th>Number</th>
<th>Course Title</th>
<th>Units</th>
<th>Validation Approval Date (official use only)</th>
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</table>

- **Advisories:** None (If Yes, complete information below)

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<thead>
<tr>
<th>Subject</th>
<th>Number</th>
<th>Course Title</th>
<th>Units</th>
<th>Validation Approval Date (official use only)</th>
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</tbody>
</table>
12. REPETITIONS -- Number of times course may be repeated for credit (three maximum): 0 **None** (see: Section V, #9)

13. OTHER LIMITATIONS ON ENROLLMENT (see Title 5, Section 58106 and Board Rule 6803 for policy on allowable limitations. Other appropriate statutory or regulatory requirements may also apply):

   None
1. COURSE CONTENT AND OBJECTIVES:

<table>
<thead>
<tr>
<th>COURSE CONTENT AND SCOPE – Lecture: If applicable, outline the topics included in the lecture portion of the course (outline reflects course description, all topics covered in class).</th>
<th>Hours per topic</th>
<th>COURSE OBJECTIVES - Lecture (If applicable): Upon successful completion of this course, the student will be able to… (Use action verbs – see Bloom’s Taxonomy below for “action verbs requiring cognitive outcomes.”)</th>
</tr>
</thead>
</table>
| I. Great dramatic works of the human imagination  
A. Literary creations  
   - Plays, Film, Novels, Teleplays  
B. Improvisational creations  
   - Skits, Impromptu presentations  
C. Contemporary examples  
   - Eugene O’Neill, Henry Miller, August Wilson, Marsha Norman | 5 | 1. Recognize the creative works of contemporary writers and analyze the relationship between the imagined works, the creative process and the students themselves.  
2. Interpret the character’s process of thought and physical actions while expressing lines as ideas to reach a specific understanding of character’s true intent.  
3. Employ the principles of moment to moment preparation that brings about one’s own sensitivity to the analysis and utilization of the basic six emotions, with focus on concentration and on understanding and accepting the role of the character.  
4. Examine and develop a character; create a comparable history of the character with that of your own that enable the actor to understand the character’s past intentions and actions to incorporate goal-setting into the character history as based on a creative work; review discoveries within that process and respond to his/her creative findings.  
5. Prepare and present a monologue including both objective and subjective analysis to the final presentation of the character and its total development  
6. Assess and critique peers after viewing monologues, improvisation work and productions.  
7. Select and present a scene.  
8. Prepare and present a cold reading.  
9. Compose a plan of action that allows the student to work creatively as an individual or as part of a group in improvisational exercises. |
| II. Thoughts; an objective approach  
A. Character’s intention  
B. Character’s interpretations  
C. Lines as ideas | 6 | SLO’S: As a result of this learning experience, the student can:  
1. Interpret and apply acting techniques to enhance the presentation of a monologue or scene.  
2. Develop improvisational exercises that will help student work through performance problems or issues. |
| III. Moment to Moment preparation  
A. Toppers  
B. Concentration  
C. Acceptance of premise | 5 |  |
| IV. Character Development/Analysis; a subjective approach  
A. Understanding character’s history  
B. Setting goals  
C. Interpretation of actions  
D. Interpretation of intentions  
E. Sensitivity to personality of the character  
F. Student’s subjective response to the formulation of a character | 9 |  |
| V. Monologue; objective and subjective elements  
A. Selection  
   1. Choices discovered during rehearsal  
   2. Objective view of the character’s needs, physical and emotional  
   3. Subjective response to the character’s needs, physical and emotional | 5 |  |
| | |  |
| VI. Critique/Elements of a Standard  
A. Objective view of peers’ performances  
B. Subjective view of one’s own performance and reaction to/portrayal of a character that the | 9 |  |
student has created from their own imagination
C. Productions

VII. Scenes
A. Selection
B. Rehearsal
   a. Presentation

VIII. Cold Reading
A. Monologue; objective and subjective elements
B. Scene
   1. Choices discovered during rehearsal
   2. Objective view of the character’s needs, physical and emotional
   3. Subjective response to the character’s needs, physical and emotional

IX. Improvisation
A. Single action
B. Group action
C. Subjective response to improvisational work and character preparation

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Lecture hours</td>
<td>54</td>
</tr>
<tr>
<td>Lab hours</td>
<td>0</td>
</tr>
</tbody>
</table>

COURSE CONTENT AND SCOPE -- Laboratory:
If applicable, outline the topics included in the laboratory portion of the course (outline reflects course description, all topics covered in class).

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Lecture</td>
<td>54</td>
</tr>
<tr>
<td>Total Lab</td>
<td>0</td>
</tr>
</tbody>
</table>

COURSE OBJECTIVES - Laboratory (If applicable):
Upon successful completion of this course, the student will be able to… (Use action verbs – see Bloom’s Taxonomy below for “action verbs requiring cognitive outcomes.”)

Bloom’s Taxonomy

SIMPLE SKILLS <<-------------------------->> COMPLEX SKILLS

<table>
<thead>
<tr>
<th>Knowledge</th>
<th>Comprehension</th>
<th>Application</th>
<th>Analysis</th>
<th>Synthesis</th>
<th>Evaluation</th>
</tr>
</thead>
<tbody>
<tr>
<td>define</td>
<td>translate</td>
<td>interpret</td>
<td>distinguish</td>
<td>compose</td>
<td>judge</td>
</tr>
<tr>
<td>repeat</td>
<td>restate</td>
<td>apply</td>
<td>analyze</td>
<td>plan</td>
<td>appraise</td>
</tr>
<tr>
<td>record</td>
<td>discuss</td>
<td>employ</td>
<td>differentiate</td>
<td>propose</td>
<td>evaluate</td>
</tr>
<tr>
<td>recall</td>
<td>describe</td>
<td>use</td>
<td>calculate</td>
<td>design</td>
<td>rate</td>
</tr>
<tr>
<td>name</td>
<td>recognize</td>
<td>demonstrate</td>
<td>experiment</td>
<td>formulate</td>
<td>compare</td>
</tr>
<tr>
<td>relate</td>
<td>explain</td>
<td>dramatize</td>
<td>test</td>
<td>arrange</td>
<td>value</td>
</tr>
<tr>
<td></td>
<td>express</td>
<td>practice</td>
<td></td>
<td>collect</td>
<td>revise</td>
</tr>
</tbody>
</table>

*Total lecture and laboratory hours (which include the final examination) must equal totals on page 1.

2 In general “activity” courses or portions of courses are classified “laboratory.”
2. REQUIRED TEXTS:
Provide a representative list of textbooks and other required reading; include author, title and date of publication:


3. SUPPLEMENTARY READINGS:
Reading assignments may include, but are not limited to the following:

The Scene Book For Actors, Edited by Norman A. Bert, Meriwether Publishing Ltd.2003

4. WRITING ASSIGNMENTS:

Title 5, section 55002 requires grades to be "based on demonstrated proficiency in subject matter and the ability to demonstrate that proficiency, at least in part, by means of essays or, in courses where the curriculum committee deems them to be appropriate, by problem solving exercises or skills demonstrations by students." Writing assignments in this course may include, but are not limited to the following:

1. Students are assigned 8 assignments that are to be presented before the class during the semester. The focus will be directed to various acting exercises during the week. Each exercise requires a typed-written analysis of the work stating specifically how it is to be presented and objective associated with the presentation. The student is also obligated to prepare a character analysis, Blue Print for Character Discovery that details the character’s life from birth to present age.
2. Written critiques are to be turned in periodically demonstrating knowledge of the work presented by other students in the class.
3. Two character analyses have to be written detailing how those characters have developed based on in class presentation.
4. Two written play critiques on two live productions will be handed in detailing the quality of the performances, and how the talent and creativity associated with the actor’s performance in the play is viewed and received by the audience.
5. REPRESENTATIVE OUTSIDE ASSIGNMENTS:
Out of class assignments may include, but are not limited to the following:

- Viewing public performances of plays for later critique.

6. REPRESENTATIVE ASSIGNMENTS THAT DEMONSTRATE CRITICAL THINKING:

Title 5, section 55002(a) requires that a degree-applicable course have a level of rigor that includes “critical thinking and the understanding and application of concepts determined by the curriculum committee to be at college level”. Critical thinking may include, but is not limited to analysis, synthesis, and evaluation. Provide examples of assignments that demonstrate critical thinking.

The work of the class requires that the student demonstrate his awareness and understanding of the concepts presented through lectures/demonstration and handout materials by presenting assigned monologues and scenes for presentation. They are required to demonstrate the ability to interpret lines as ideas by expressing character’s intentions both orally and written. Written and oral analysis of character’s movement and actions will also help define the student characterization of a particular monologue or scene. Quizzes will demonstrate the students understanding of handout materials, i.e. terms, acting styles, etc.

7. METHODS OF EVALUATION:

Title 5, section 55002 requires grades to be “based on demonstrated proficiency in subject matter and the ability to demonstrate that proficiency, at least in part, by means of essays, or, in courses where the curriculum committee deems them to be appropriate, by problem solving exercises or skills demonstrations by students.” Methods of evaluation may include, but are not limited to the following (please note that evaluation should measure the outcomes detailed “Course Objectives” at the beginning of Section II):

- Evaluation will be based on student’s ability to demonstration knowledge of the proper theatrical terminologies, presentation of a monologue and scene, critique of a production, preparation excercises and definition of a character for development.

- The student’s ability will be assessed through quizzes, written assignments, a written final, and a final performance of a monologue or scene.

8. METHODS OF INSTRUCTION:

Methods of instruction may include, but are not limited to the following:

- Lecture
- Discussion
- Laboratory
- Activity
- Field Experience
- Independent Study
- Other (explain)

9. SUPPLIES:

List the supplies the student must provide.

- Monologues or Scenes.
10. COMPUTER COMPETENCY:

If applicable, explain how computer competency is included in the course.

Students may have to do on line research and present type written reports and speeches.

11. INFORMATION COMPETENCY:

Information competency is the ability to find, evaluate use, and communicate information in all its various formats. It combines aspects of library literacy, research methods and technological literacy. Information competency includes consideration of the ethical and legal implications and requires the application of both critical thinking and communications skills. If applicable, explain how information competency is included in the course.

Students are responsible for locating and evaluating appropriate information for various written assignments.

12. DIVERSITY:

If applicable, explain how diversity (e.g., cultural, gender, etc.) is included in the course.

This course is open to all students; theater is an art form recognized by all cultures.

13. SCANS COMPETENCIES (required for all courses with vocational TOP Codes; recommended for all courses):

SCANS (Secretary’s Commission on Necessary Skills) are skills the Department of Labor identified, in consultation with business and industry leaders, which reflect the skills necessary for success in the workplace. Check the appropriate boxes to indicate the areas where students will develop the following skills (please note that all SCANS competencies do not apply to all courses):

RESOURCES

☒ Managing Time: Selecting relevant goal-related activities, ranking them in order of importance, allocating time to activities, and understanding, preparing and following schedules.

☐ Managing Money: Using or preparing budgets, including making cost and revenue forecasts; keeping detailed records to track budget performance, and making appropriate adjustments.

☐ Managing Material and Facility Resources: Acquiring, storing, allocating, and distributing materials, supplies, parts, equipment, space or final products in order to make the best use of them.

INTERPERSONAL

☒ Participating as Member of a Team: Working cooperatively with others and contributing to group’s efforts with ideas, suggestions and effort.

☐ Teaching Others New Skills: Helping others learn needed knowledge and skills.

☐ Exercising Leadership: Communicating thoughts, feelings, and ideas to justify a position, encouraging, persuading, convincing or otherwise motivating an individual or group, including responsibly challenging existing procedures, policies or authority.

☐ Negotiating: Working toward agreement that may involve exchanging specific resources or resolving divergent interests.

☒ Working with Cultural Diversity: Working well with men and women and with people from a variety of ethnic, social, or educational backgrounds.
INFORMATION

☒ Acquiring and Evaluating Information: Identifying a need for data, obtaining the data from existing sources or creating them, and evaluating their relevance and accuracy.

☐ Organizing and Maintaining Information: Organizing, processing and maintaining written or computerized records and other forms of information in a systematic fashion.

☒ Interpreting and Communicating Information: Selecting and analyzing information and communicating the results of others, using oral, written, graphic, pictorial, or multimedia methods.

☐ Using Computers to Process Information: Employing computers to acquire, organize, analyze and communicate information.

SYSTEMS

☐ Understanding Systems: Knowing how social, organizational and technological systems work and operating effectively with them.

☒ Monitoring and Correcting Performance: Distinguishing trends, predicting impacts of actions on system operations, diagnosing deviations in the functioning of a system/organization, and taking necessary steps to correct performance.

☐ Improving or Designs Systems: Making suggestions to modify existing systems in order to improve the quality of products or services and developing new or alternative systems.

TECHNOLOGY

☒ Selecting Technology: Judging which sets of procedures, tools or machines, including computers and their programs, will produce the desired results.

☐ Applying Technology to Tasks: Understanding overall intent and proper procedures for setting up and operating machines, including computers and their reprogramming systems.

☐ Maintaining and Troubleshooting Equipment: Preventing, identifying, or solving problems with equipment, including computers and other technologies.
Section III: RELATIONSHIP TO COLLEGE PROGRAMS

1. THIS COURSE WILL BE AN APPROVED REQUIREMENT FOR AN APPROVED ASSOCIATE DEGREE OR CERTIFICATE PROGRAM: Yes
   a. If yes, the course will be a program requirement portion of the "approved program" listed on the State Chancellor’s Inventory of Approved Programs (approved programs can be found on the State Chancellor’s Office website at http://misweb.cccco.edu/esed/webproginv/prod/invmenu.htm)

<table>
<thead>
<tr>
<th>Program requirement for AA in Theater (Program ID # 02875)</th>
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   NOTE: In order for a course to be approved as a requirement for an associate degree or certificate program, the program must be listed on the State Chancellor’s Office Inventory of Approved Programs AND the course must be listed in the college catalog as either a requirement or an elective for the program. If course is not part of an approved program at the college adopting the course, it will be considered to be a “stand-alone” course, and is subject to the State Chancellor’s approval criteria. The college must complete and submit the Chancellor’s Office “APPLICATION FOR APPROVAL OF CREDIT” form. Certain courses are granted “blanket approval” by the State Chancellor’s Office and do not require separate approval. See the Chancellor’s Office Program and Course Approval Handbook for details. LACCD Skills Certificates are not State approved programs and are not listed on the Chancellor’s Office Inventory of Approved Programs.

2. GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE DEGREE STATUS:
   a. Area requested: c. Humanities Approval date: before 1990

   If applicable, provide an explanation of how the course meets the General Education parameters for one of the five general education areas – Natural Sciences, Social and Behavioral Sciences, Humanities, Language and Rationality, Health and Physical Education – contained in Board Rule 6201.14 - General Education Requirements.

<table>
<thead>
<tr>
<th>This course meets a Humanities requirement for both the AA and AS degrees.</th>
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   a. 2nd Area requested: None Approval date:

   If applicable, provide an explanation of how the course meets General Education parameters for an additional general education area – Natural Sciences, Social and Behavioral Sciences, Humanities, Language and Rationality, Health and Physical Education – contained in Board Rule 6201.14 - General Education Requirements.

   http://marlin.laccd.edu/district/BoardRules_AdmRegs/boardrules.htm
Section IV: ARTICULATION INFORMATION
(Complete in consultation with College Articulation Officer)

1. TRANSFER STATUS:
   a. Transferable to the University of California: Yes
   b. UC approval date: before 1990
   c. Transferable to the California State University: Yes
   d. College approval date: 1981

2. GENERAL EDUCATION FOR TRANSFER:

   IGETC Certification:
   a. Area requested: None
   b. Date requested:
   c. IGETC approval date:

   If applicable, provide an explanation of how the course meets the appropriate General Education parameters, as defined in IGETC Certification Guidelines.

   CSU Certification:
   a. Area requested: C-1: Arts
   b. Date requested: 12/93; 12/07
   c. CSU approval date: Spring 1994; pending

   If applicable, provide an explanation of how the course meets the appropriate General Education parameters, as defined in CSU Certification Guidelines.

   a. 2nd Area requested: None
   b. Date requested:
   c. IGETC approval date:

   If applicable, provide an explanation of how the course meets the appropriate General Education parameters, as defined in IGETC Certification Guidelines.

   a. 2nd Area requested: None
   b. Date requested:
   c. CSU approval date:

   If applicable, provide an explanation of how the course meets the appropriate General Education parameters, as defined in CSU Certification Guidelines.

3. MAJOR REQUIREMENT FOR TRANSFER – Will this course be articulated to meet lower division major requirements?
   YES
   List college/university and the majors:

<table>
<thead>
<tr>
<th>College/University</th>
<th>Major(s)</th>
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<td>various</td>
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</table>

   CAN NUMBER: DRAM 8 CAN SEQUENCE NUMBER:
   CAN Approval -- Date requested: 12/96   Date approved: Spring 1997
Section V: SUPPLEMENTAL COURSE INFORMATION

1. DEPARTMENT/DIVISION NAME: The Arts

2. DEPARTMENT/DIVISION CODE: 01

3. SUBJECT CODE -- 3 characters, assigned by District Office: 935 (existing subject codes are available on the LACCD web site at http://www.laccd.edu/curriculum/directory-programs-courses/index.htm

4. SUBJECT ABBREVIATION -- 7 characters, assigned by District Office: Theater

5. SPC CODE -- 3 characters, assigned by District Office:

6. ABBREVIATION FOR TRANSCRIPTS -- 20 characters, assigned by District Office: THEATER

7. DEGREE CREDIT: Indicate whether the course meet the "standards for approval" for degree credit course set forth in Title 5, section 55002(a)(2), which requires the course to have a degree of intensity, difficulty, and vocabulary that the curriculum committee has determined to be at the college level:
This course is **Degree Applicable**

8. CREDIT/NO CREDIT GRADING: No

9. REPETITIONS -- Number of times course may be repeated for credit (three maximum): 0

   How does the repetition of this course meet Title 5, section 58161 requirements? A course may be repeatable when, "course content differs each time it is offered, and that the student who repeats it is gaining an expanded educational experience for one of the following reasons: (A) Skills or proficiencies are enhanced by supervised repetition and practice within class periods; or (B) Active participatory experience in individual study or group assignments is the basic means by which learning objectives are obtained."

10. PRIOR TO TRANSFERABLE LEVEL – This course attribute applies to **English**, **writing**, **ESL**, **reading** and **mathematics** courses ONLY. If applicable, indicate how many levels below the transferable level this course should be placed: Not applicable

11. CREDIT BASIC SKILLS -- Title 5, section 5502(d) defines basic skills as "courses in reading, writing, computation, and English as a Second Language, which are designated as non-degree credit courses pursuant to Title 5, section 5502(b)." No If Yes, course must be non-degree applicable.

12. CROSS REFERENCE -- Is this course listed as equivalent in content to existing College/District courses in another discipline? No

   If Yes, list courses (documentation of cross-discipline agreement must be provided):

13. COURSE SPECIFICALLY DESIGNED FOR STUDENTS WITH DISABILITIES -- Title 5, section 56029 allows a course to be repeatable when continuing success of the students with disabilities is dependent on additional repetitions of a specific class. Is this course designated as an "approved special class" for students with disabilities? No
If yes, provide an explanation of how this course meets the requirements of Title 5, section 56029.

14. COOPERATIVE EDUCATION STATUS -- Title 5, section 55252 allows for two types of Cooperative Education: 1) General Work Experience Education -- i.e., supervised employment, which is intended to assist students in acquiring desirable work habits, attitudes and career awareness, which need not be related to the students' educational goals; or 2) Occupational Work Experience Education -- i.e., supervised employment, extending classroom based occupational learning at an on-the-job learning station, which is related to the students' educational or occupational goal. Is this course part of the college's approved cooperative work experience education program? No

15. COURSE CLASSIFICATION: Liberal Arts Sciences

Note: A course’s Classification, TOP Code and SAM code must be aligned -- e.g., Courses with an “Occupational” Course Classification must have an “Occupational” TOP Code and a SAM Code of A, B, C, or D; courses that do not have an “Occupational” Course Classification cannot have an Occupational TOP Code and must have an “E” SAM Code. Courses coded as “basic skills” in #11 should be coded “Adult and Secondary Basic Skills.”

16. TOP CODE – (6 digits XXXX.XX) 1006.00

Course content should match discipline description in Taxonomy of Programs found at www.cccco.edu/cccco/esed/curric/curriculum.htm.

17. SAM CODE (Student Accountability Model): D – Possibly Occupational

SAM Codes (see CCC Chancellor’s Office Student Accountability Model Operations Manual, 1984) should be assigned as follows:

Priority "A" – Apprenticeship: Courses designed for an indentured apprentice must have the approval of the State of California, Department of Industrial Relations Department, Division of Apprenticeship Standards.

Priority "B" – Advanced Occupational: Courses taken by students in the advanced stages of their occupational programs. Courses should be offered in one specific occupational area only. Priority letter "B" should be assigned sparingly; in most cases, no more than two courses in any one program should be labeled "B." “B”-level courses must have Priority “C” prerequisites in the same program area.

Priority "C" – Clearly Occupational: Courses generally taken by students in the middle stages of their programs should have a difficulty level sufficient to detract "drop-ins." Courses may be offered in several occupational programs within a broad area. The "C" priority, however, should also be used for courses within a specific program area when the criteria for "B" classification are not met. A "C"-level course should provide the student with entry-level job skills.

Priority "D" – Possibly Occupational: "D" courses are those taken by students in the beginning stages of their occupational programs. The "D" priority can also be used for service (or survey) courses for other occupational programs.

Priority "E" – Non-occupational.
SECTION VI: APPROVAL STATUS

1. APPROVAL STATUS:

a. □ New Course . Board Approval Date: . Effective Semester:
b. □ Addition of Existing District Course . College Approval Date: . Effective Semester:
c. □ Course Change* . College Approval Date: . Effective Semester:
d. ☑ Outline Update . College Approval Date: 10/16/07

* Changes to a course require the completion of a "Course Change Request" form and approval by the college’s Curriculum Committee. In some cases districtwide approval is also required; see, Administrative Regulation E-65, section 3(c) for details.
Using the Official Course Outline, please determine whether or not the above listed credit course meets the following standards and criteria required in Title V, Part VI of the California Administrative Code, and which has been designated as appropriate to the Associate Degree. Place a (X) in the appropriate box.

<table>
<thead>
<tr>
<th>CRITERIA AND STANDARDS</th>
<th>RATING CRITERION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is recommended by the responsible college officials, and the academic senate or other</td>
<td>MET</td>
</tr>
<tr>
<td>appropriate faculty body as meeting the requirements of this subsection and has been</td>
<td>NOT MET</td>
</tr>
<tr>
<td>approved by the local district governing board as a course meeting the needs of the</td>
<td></td>
</tr>
<tr>
<td>students for admission.</td>
<td></td>
</tr>
<tr>
<td>Is taught by a credentialed instructor in the discipline.</td>
<td>X</td>
</tr>
<tr>
<td>Is offered as described in an outline in official college files. That the outline</td>
<td>X</td>
</tr>
<tr>
<td>shall specify the unit value, scope, objectives, content in terms of a specific body</td>
<td></td>
</tr>
<tr>
<td>of knowledge, appropriate reading and writing assignments, outside of class</td>
<td></td>
</tr>
<tr>
<td>assignments, instructional methodology and methods of evaluation for determining</td>
<td></td>
</tr>
<tr>
<td>whether the stated objectives have been met by students.</td>
<td></td>
</tr>
<tr>
<td>Is taught in accordance with a set of instructional objectives common to all students.</td>
<td>X</td>
</tr>
<tr>
<td>Provides for measurement of students performance in terms of the stated course</td>
<td>X</td>
</tr>
<tr>
<td>objectives and culminates in a formal recorded grade based upon uniform standards</td>
<td></td>
</tr>
<tr>
<td>in accordance with Section 55578 of Title 5, which is permanently recorded as an</td>
<td></td>
</tr>
<tr>
<td>evaluation of student performance; bases grades on demonstrated proficiency in</td>
<td></td>
</tr>
<tr>
<td>subject matter determined by multiple measurement for evaluation; and has</td>
<td></td>
</tr>
<tr>
<td>examinations, including essays and/or, where appropriate, uses appropriate symbol</td>
<td></td>
</tr>
<tr>
<td>systems and/or skills demonstrations by students.</td>
<td></td>
</tr>
<tr>
<td>Grants units of credit based upon a specified relationship between the number of</td>
<td>X</td>
</tr>
<tr>
<td>lecture and/or laboratory hours or performance criteria specified in the course</td>
<td></td>
</tr>
<tr>
<td>outline; and requires a minimum of three hours of work per week including class time</td>
<td></td>
</tr>
<tr>
<td>for each unit of credit, prorated for short-term, lab and activity courses.</td>
<td></td>
</tr>
<tr>
<td>Treats subject matter with a scope and intensity which requires students to study</td>
<td>X</td>
</tr>
<tr>
<td>independently outside of class time.</td>
<td></td>
</tr>
<tr>
<td>Requires, when appropriate, entrance skills and consequent prerequisites for the</td>
<td>X</td>
</tr>
<tr>
<td>course before students are enrolled</td>
<td></td>
</tr>
<tr>
<td>Requires the ability to think critically and to understand and apply concepts in</td>
<td>X</td>
</tr>
<tr>
<td>order to participate in the course.</td>
<td></td>
</tr>
<tr>
<td>Requires learning skills and a vocabulary appropriate for a college course.</td>
<td>X</td>
</tr>
<tr>
<td>Requires the use of college level educational materials.</td>
<td>X</td>
</tr>
</tbody>
</table>
CERTIFICATION AND RECOMMENDATION

☒ This course meets Title 5 requirements for Associate Degree applicable college credit towards an Associate of Arts Degree.

☐ This course meets Title 5 requirements but does not satisfy the requirements for an Associate Degree applicable course.

We certify that the information and answers above properly represent this course.

Al Cowart 10/16/2007
Originator

Patricia Ann Lewis 10/15/2007
Department/Cluster Chairperson

Linda Larson Singer 10/16/2007
Articulation Officer

Linda Brady 01/29/2008
Librarian

Earnestine Thomas-Robertson 11/13/2007
Dean (if applicable)

Linda Larson-Singer 10/16/2007
Curriculum Committee Chairperson

Alfred Reed Jr. 10/17/2008
Academic Senate President

Jose Robledo 01/29/2008
Vice President, Academic Affairs

Jack E. Daniels 01/31/2008
College President