



2021–2022 Catalog Addendum 1

Spring 2022

The College of the Desert Catalog Addendum represents course and program revisions made since the last publication of the Catalog. Included in this Addendum are new certificates, new courses, and modified courses and degrees. This Addendum also includes corrections to the 2021-2022 Catalog. These changes replace what is printed in the current Catalog and are effective as of the Spring 2022 unless otherwise noted. Instructions for understanding this addendum are as follows: underline indicates new material, ~~strikethrough~~ indicates a deletion.

With the unprecedented impact of COVID-19 various courses have adopted a hybrid or online distance education (DE) modality.

COURSES OF INSTRUCTION

NEW COURSES

ARCH 100 Introduction to Design Theories and Methods Units: 3

This foundational, First-Year Experience course introduces students to 'design thinking,' exploring the nature of design as a rational, problem-solving activity and the advantages and disadvantages of various systematic approaches. Includes typical modes of reasoning; philosophies and styles of design; and tools, techniques, and methods relevant in the design process.

Prerequisite: None

Advisory: None

Lecture hours: 36

Lab hours: 54

Repeatable: No

Grading: Letter Grade

Limitation on Enrollment: None

Transfer Status: CSU

Degree Applicable: None

COD GE: None

CSU GE: None

IGETC: None

ARCH 120 Visual Literacy and Civilization: An Architect's View Units: 3

This course focuses on the role of visual explanation in Western European civilization, while also emphasizing its cultural relativity. It analyzes the rules of representational conventions in the context of their rich cultural history and contrasts them with non-western traditions. The course introduces several 20th-century schools of thought that have been critical of the hegemonic visual regime of modernity, and its role in colonial expansion and domination of non-western cultures.

Prerequisite: None

Advisory: None

Lecture hours: 36

Lab hours: 54

Repeatable: No

Grading: Letter Grade

Limitation on Enrollment: None

Transfer Status: CSU

Degree Applicable: None

COD GE: None

CSU GE: None

IGETC: None

ARCH 150 Foundational Digital Design Units: 3

Facilitates student access to digital design drawing and modeling, tools, skills, and concepts actively used in concurrent design studio. Assignments support concurrent design studio. Discussion with an emphasis on introductory digital design drawing. This course will provide a theoretical and practical step-by-step introduction to current digital 3D design modeling software paired with 2D editing software. In addition, students will be introduced to compositional and diagram making techniques as well as the use of infographics.

Prerequisite: None

Advisory: None

Lecture hours: None

Lab hours: 162

Repeatable: No

Grading: Letter Grade

Limitation on Enrollment: None

Transfer Status: CSU

Degree Applicable: None

COD GE: None

CSU GE: None

IGETC: None

ARCH 202 Second Year Design 2 Units: 3

A continuation of basic design exercises focusing on simple buildings and their relationship to site and program. Introduction to architectural programming and the influence of context. Students will meet with an instructor in a lab setting to conduct research and to develop an architectural project. Typically, the studio will follow a structure of 1) research and analysis of the design problem 2) development of a design idea 3) iterative development that incorporates material studies; additional research, and external feedback and 4) representation of the project through drawings, models, and other media.

Prerequisite: ARCH 017

Corequisite: ARCH 220

Lecture hours: 18

Lab hours: 108

Repeatable: No

Grading: Letter Grade

Limitation on Enrollment: None

Transfer Status: CSU

Degree Applicable: None

COD GE: None

CSU GE: None

IGETC: None

ARCH 210 Introduction to Sustainable Architectural Design Units: 3

Basic principles for the design of sustainable, low carbon environments at the urban, site and building scale. Emphasis on site design and the design of sustainable buildings and their connection to the environment such as energy, materials, water and waste management.

Prerequisite: None

Advisory: None

Lecture hours: 54

Lab hours: None

Repeatable: No

Grading: Letter Grade

Limitation on Enrollment: None

Transfer Status: CSU

Degree Applicable: None

COD GE: None

CSU GE: None

IGETC: None

ARCH 220 Architectural Programming Units: 3

Study of the role that architectural programming and behavioral factors play in the design of buildings.

Architect's responsibility to respond to the physical, social, and regulatory conditions of the building site and context.

Prerequisite: ARCH 017 and ARCH 210

Advisory: None

Lecture hours: 54

Lab hours: None

Repeatable: No

Grading: Letter Grade

Limitation on Enrollment: None

Transfer Status: CSU

Degree Applicable: None

COD GE: None

CSU GE: None

IGETC: None

ART 308 Wheel Throwing Workshop Units: 0

Introduction to the basic steps and techniques of using the pottery wheel. This course will cover the beginning practices of centering clay, throwing simple cylindrical forms, trimming, embellishing techniques and simple glaze application. This course is to practice techniques to assist you in the ART 007 Ceramics course. (Noncredit

In-Class Hours: 16)

Prerequisite: None

Advisory: None

Lecture hours: None

Lab hours: None

Repeatable: Yes

Grading: Pass/No Pass

Limitation on Enrollment: None

Transfer Status: None

Degree Applicable: NONC

CART 370 Home Culinary Enterprises Units: 0

This class will explore ways for students to legally start their own culinary business from home.

Prerequisite: None

Advisory: None

Lecture hours: None

Lab hours: None

Repeatable: Yes

Grading: Pass/No Pass

Limitation on Enrollment: None

Transfer Status: None

Degree Applicable: NONC

CIS 330 Introduction to Linux Operating System Units: 0

Introduction to the Linux operating system primarily focused on command line usage. Covers the history, kernel, file systems, shells and user utilities. Also introduces students to the fundamentals of shell programming, processes, communications, and basic security.

Prerequisite: None

Advisory: None

Lecture hours: None

Lab hours: None

Repeatable: Yes

Grading: Pass/No Pass

Limitation on Enrollment: None

Transfer Status: None

Degree Applicable: NONC

KINE 020 Health and Wellness Coach Units: 3

This course provides students with the theoretical knowledge and practical skills to be a health and wellness advocate and coach. Emphasis is placed on effective coach-to-client communication techniques as well as the fundamentals of the behavioral, nutritional and physiological sciences as they relate to health and wellness advocacy and coaching. The topics will include the following: screening and assessment, guidelines for implementing and designing safe, effective, progressive purposeful exercise programs as well as client-centered wellness programs. The course will cover legal, professional, ethical, responsible and liable considerations for the student pursuing employment in health and wellness advocacy and coaching. This course is intended for students who are interested in health and wellness in addition to students who are preparing for the health and wellness coach certifying examination with the National Board for Health and Wellness Coaching.

Prerequisite: KINE 010

Advisory: ENG 061

Lecture hours: 54

Lab hours: None

Repeatable: No

Grading: Letter Grade

Limitation on Enrollment: None

Transfer Status: CSU

Degree Applicable: None

COD GE: None

CSU GE: None

IGETC: None

CDE 237 Inclusion Practicum Units: 3
 Designed to develop both planning and intervention skills for working with ~~young~~ children with special needs and their families. Students will plan educational programs which include use of specific intervention techniques and practices from recognized early intervention programs for children showing atypical development. Attention will be given to adopting strategies to include exceptional children in programs for typically developing young children. Students will be required to complete 54 hours of supervised field experience in an approved inclusion classroom.

Prerequisite: CDE 234
 Advisory: None
 Lecture hours: 36 Lab hours: 54 Repeatable: No Grading: Letter Grade
Limitation on Enrollment: None
 Transfer Status: CSU Degree Applicable: AS
 COD GE: None CSU GE: None IGETC: None

COUN 102 ~~13~~ Strategies for College Transfer Units: 1
~~Provides an introduction to the transfer process. Includes an in-depth exploration of identifying long-term educational and career goals, utilizing technology to conduct college and career research (i.e., assist.org, Eureka), selecting a transfer requirements, admission procedures, requirements institution, completing applications for majors, and transfer admission, and applying for financial aid opportunities, and scholarships. The information learned will enable This course provides students with a concrete plan for understanding and succeeding in transferring to make informed choices on majors, four-year institutions and in academic planning, colleges or universities. 18 hours lecture. (Letter Grade, or Pass/No Pass option.) Topics include the following: identifying long-term educational and career goals, utilizing technology to conduct college and career research (i.e., assist.org, Eureka), selecting a transfer institution, completing applications for transfer admission, and applying for financial aid and scholarships.~~

Prerequisite: None
 Advisory: None
 Lecture hours: 18 Lab hours: None Repeatable: No Grading: Letter Grade
Limitation on Enrollment: None
 Transfer Status: CSU Degree Applicable: None
 COD GE: None CSU GE: None IGETC: None

EMT 084 Emergency Medical Technician I Units: 8 9
 This course prepares students for the National Registry of Emergency Medical Technicians (NREMT) EMT-Basic Written Examination. Students' study and practice the fundamental principles and skills required to provide care to patients experiencing traumatic and medical conditions in an emergent setting. This course is approved by Riverside Emergency Medical Services Agency, California Health and Safety Code and California Code of Regulations, Title 22 requirements. This course provides training in basic emergency care skills, theory instruction, use of definitive airway adjuncts and assisting patients with certain medications. All students must be eighteen years of age (18) on the first day of class, have a current TB test, have a current AHA Healthcare Provider Level CPR certification and meet the functional job requirements of the Emergency Medical Technician (Title 22, Division 9, Chapter 2, Section 100066b2 California Code of Regulations.) Check the program website for additional information.

Prerequisites: EMR 080, EMR 080A, and EMR 080B with a passing grade of B
Advisories: ENG 061, EMR 081, and HS 062
 Lecture hours: 135 54 Lab hours: 81 270 Repeatable: No Grading: Letter Grade
Limitation on Enrollment: Students must be eighteen (18) years of age on the first day of class.
~~Students must have an American Heart Association BLS certification current through the end of the course. Students must provide proof of will need proof of~~ a negative TB test or chest X-ray, ~~complete a background act, drug screening, X-ray~~ and will need to ~~provide a vaccination provide proof of vaccinations and/or~~ titer. ~~Students must have a current an American Heart Association Basic Life Support Healthcare Provider Association BLS certification valid till current through the last day end of the course. Current American Heart Association BLS certification valid till the last day of the semester.~~

Transfer Status: CSU Degree Applicable: AA/AS
 COD GE: None CSU GE: None IGETC: None

ENG 025 Introduction to the Novel Units: 3
 This course introduces students to the ~~literary genre techniques and development of fiction by the novel. discussion and criticism of novels from countries throughout the world. Emphasis is given to the novel's historical development, its formal characteristics, and its place within literary studies and the broader social world.~~

Prerequisite: ~~ENG 001A and ENG 001B~~
Advisory: ENG 001A
 Lecture hours: 54 Lab hours: None Repeatable: No Grading: Letter Grade
Limitation on Enrollment: None
 Transfer Status: CSU and UC Degree Applicable: AA/AS
 COD GE: C3 CSU GE: C2 IGETC: 3B

ENG 301 Basic Grammar and Punctuation Units: 0

This course provides an overview of grammar and punctuation concepts [that are essential to composing academic for Standard Written](#) English. Emphasis is on concepts that directly impact college-level reading and writing. (Noncredit In-class Hours: [8-10](#))

Prerequisite: None

Advisory: None

Lecture hours: None

Lab hours: None

Repeatable: Yes

Grading: Pass/No Pass

Limitation on Enrollment: None

Transfer Status: None

Degree Applicable: NONC

ENG 302 Sentences and Syntax Units: 0

This course provides an overview of English syntax and usage. Emphasis is on concepts that directly impact college-level reading and writing. (Noncredit In-class Hours: [8-10](#))

Prerequisite: None

Advisory: None

Lecture hours: None

Lab hours: None

Repeatable: Yes

Grading: Pass/No Pass

Limitation on Enrollment: None

Transfer Status: None

Degree Applicable: NONC

ENG 303 Developing Paragraphs Units: 0

This course strengthens a student's ability to compose focused and developed paragraphs. Students learn basic paragraph elements, including topic sentences, supporting details, and analytical commentary. Students will ~~then~~ practice composing paragraphs using these foundational components. (Noncredit In-class Hours: [8-10](#))

Prerequisite: None

Advisory: None

Lecture hours: None

Lab hours: None

Repeatable: Yes

Grading: Pass/No Pass

Limitation on Enrollment: None

Transfer Status: None

Degree Applicable: NONC

ENG 304 Basic Essay Principles Units: 0

This course develops a student's ability to [compose well-developed essays that include](#) ~~learn basic essay components, including~~ introductory paragraphs, thesis statements, body paragraphs, and conclusions. Attention is given to developing a clear and focused idea throughout a single essay while providing supporting evidence. (Noncredit In-class Hours: [8-10](#))

Prerequisite: None

Advisory: None

Lecture hours: None

Lab hours: None

Repeatable: Yes

Grading: Pass/No Pass

Limitation on Enrollment: None

Transfer Status: None

Degree Applicable: NONC

ENG 305 Language in Context ~~Critical Thinking & Language Conscious~~ Units: 0

In this course, students examine the use of language in context. The course requires students to explore the cultural, social, and political meanings behind language, and to recognize how the setting in which language is used can alter word meaning. Students explore appropriate word choice in varying settings. Attention begins at the individual word level and then moves to the examination of phrases and sentences. (Noncredit In-class Hours: [8-10](#))

Prerequisite: None

Advisory: None

Lecture hours: None

Lab hours: None

Repeatable: Yes

Grading: Pass/No Pass

Limitation on Enrollment: None

Transfer Status: None

Degree Applicable: NONC

ENG 306 Narrative Writing and Writing from Personal Experience Units: 0

In this course, students practice the skills required for composing narratives. ~~and stories.~~ Students examine how narrative accounts can support and explain ideas, opinions, and research. This course examines how composing narratives [about and](#) personal accounts of events ~~anecdotes~~ can be used in academic and professional contexts. (Noncredit In-class Hours: [8-10](#))

Prerequisite: None

Advisory: None

Lecture hours: None

Lab hours: None

Repeatable: Yes

Grading: Pass/No Pass

Limitation on Enrollment: None

Transfer Status: None

Degree Applicable: NONC

ENG 307 Introduction to Research and Documentation Units: 0
 This course provides an overview of academic research and source documentation, as they apply to writing tasks across the curriculum. Students learn what comprises the academic research process, how to use library-based databases to locate research sources, and how to document these sources using a standard academic documentation system, such as MLA.
 (Noncredit In-class Hours: 8-10)
 Prerequisite: None
 Advisory: None
 Lecture hours: None Lab hours: None Repeatable: Yes Grading: Pass/No Pass
 Limitation on Enrollment: None
 Transfer Status: None Degree Applicable: NONC

ENG 308 Sentences and Syntax Units: 0
 This course provides an overview of rhetorical analysis and basic written argumentation. Students learn how to analyze various genres of argument that are commonly read in college courses, such as academic, editorial, and political arguments. In addition, students learn how to compose argumentative thesis statements, how to organize argumentative essays, and how to anticipate and respond to counter arguments.
 (Noncredit In-class Hours: 8-10)
 Prerequisite: None
 Advisory: None
 Lecture hours: None Lab hours: None Repeatable: Yes Grading: Pass/No Pass
 Limitation on Enrollment: None
 Transfer Status: None Degree Applicable: NONC

ESL 053 Speech Pronunciation & Listening Units: 3
 This course is designed to enable [English as a Second Language \(ESL\) speakers](#) ~~ESL students~~ to gain confidence and pronunciation accuracy in speaking. Students will practice and develop their overall English listening and speaking proficiency and focus on specific areas of pronunciation difficulty in leading group discussions and giving speeches in college and the workplace.
 Prerequisite: None
Advisory: ESL 052
 Lecture hours: 54 Lab hours: None Repeatable: No Grading: Letter Grade
 Limitation on Enrollment: None
 Transfer Status: None Degree Applicable: None
 COD GE: None CSU GE: None IGETC: None

ESL 070 ESL Conversation I – Low Beginning Units: 4
 This is the first in a series of two reading and writing courses to help ~~non-native~~ [English as a Second Language \(ESL\)](#) students develop and improve academic reading and writing skills. Emphasis will be on basic essay structure, beginning research skills, and critical reading strategies with integrated practice and reinforcement in writing and reading. ESL 070A Introductory Grammar & Editing corequisite strongly advised.
 Prerequisite: None
Advisory: ESL 070A [as Corequisite](#)
 Lecture hours: 72 Lab hours: None Repeatable: No Grading: Letter Grade
 Limitation on Enrollment: None
 Transfer Status: None Degree Applicable: None
 COD GE: None CSU GE: None IGETC: None

ESL 070A Grammar & Editing Units: 2
 Non-native English-speaking students will learn grammar and language structures applicable to academic writing as well as strategies for editing their own writing. Strongly recommended corequisite for students enrolled in ESL 070 Academic English I.
 Prerequisite: None
Advisory: ESL 070 [as Corequisite](#)
 Lecture hours: 36 Lab hours: None Repeatable: No Grading: Letter Grade
 Limitation on Enrollment: None
 Transfer Status: None Degree Applicable: None
 COD GE: None CSU GE: None IGETC: None

ESL 071 ESL/Academic English II Units: 4

An advanced course to help non-native English students develop and improve academic reading and writing skills. Emphasis is on college-level reading and writing: expanding vocabulary, reading comprehension, critical thinking, researching, and expository essay writing. ESL 071A Advanced Grammar & Editing corequisite strongly advised.

Prerequisite: None

Advisory: ESL 071A [as Corequisite](#)

Lecture hours: 72

Lab hours: None

Repeatable: No

Grading: Letter Grade

Limitation on Enrollment: None

Transfer Status: None

Degree Applicable: None

COD GE: None

CSU GE: None

IGETC: None

ESL 071A Advanced Grammar & Editing Units: 2

Non-native English-speaking students will learn advanced level grammar and language structures applicable to college writing as well as strategies for editing their own writing. [Strongly recommended corequisite for students enrolled in ESL 71 Academic English II.](#)

Prerequisite: None

Advisory: ESL 071 [as Corequisite](#)

Lecture hours: 36

Lab hours: None

Repeatable: No

Grading: Letter Grade

Limitation on Enrollment: None

Transfer Status: None

Degree Applicable: None

COD GE: None

CSU GE: None

IGETC: None

ESL 352 Pronunciation Units: 0

This course, for Nonnative Speakers of English, focuses on pronunciation of phonetic sounds, syllable stress, word pattern stress, rhythm, and intonation of Standard American English for effective communication. Noncredit In-Class Hours: 162)

Prerequisite: None

Advisory: None

Lecture hours: None

Lab hours: None

Repeatable: Yes

Grading: Pass/No Pass

Limitation on Enrollment: None

Transfer Status: None

Degree Applicable: NONC

ESL 353 Speech, Pronunciation & Listening Units: 0

This course is designed to enable [English as a Second Language \(ESL\) speakers](#) ~~ESL students~~ to gain confidence and pronunciation accuracy in speaking. Students will practice and develop their overall English listening and speaking proficiency and focus on specific areas of pronunciation difficulty in leading group discussions and giving speeches in college and the workplace. (Noncredit In-Class Hours: ~~54~~162)

Prerequisite: None

Advisory: None

Lecture hours: None

Lab hours: None

Repeatable: Yes

Grading: Pass/No Pass

Limitation on Enrollment: None

Transfer Status: None

Degree Applicable: NONC

ESL 370 ESL/Academic English I Units: 0

This is the first of two reading and writing courses to help non-native English students develop and improve academic reading and writing skills. Emphasis will be on basic essay structure, beginning research skills, and critical reading strategies with integrated practice and reinforcement in writing and reading. (Noncredit In-class Hours: ~~72~~216)

Prerequisite: None

Advisory: ESL 370A as Corequisite

Lecture hours: None

Lab hours: None

Repeatable: Yes

Grading: Pass/No Pass

Limitation on Enrollment: None

Transfer Status: None

Degree Applicable: NONC

ESL 370A Grammar & Editing Units: 0

Non-native English speaking students will learn grammar and language structures applicable to academic writing as well as strategies for editing their own writing. Strongly recommended corequisite for students enrolled in ESL 070 Academic English I. (Noncredit In-class Hours: ~~36~~108)

Prerequisite: None

Advisory: ESL 370 as Corequisite

Lecture hours: None

Lab hours: None

Repeatable: Yes

Grading: Pass/No Pass

Limitation on Enrollment: None

Transfer Status: None

Degree Applicable: NONC

ESL 371 ESL/Academic English II Units: 0

An advanced course to help non-native English students develop and improve academic reading and writing skills. Emphasis is on college-level reading and writing: expanding vocabulary, reading comprehension, critical thinking, researching, and expository essay writing. ESL 371A Advanced Grammar & Editing corequisite strongly advised. (Noncredit In-class Hours: ~~72-216~~)

Prerequisite: None

Advisory: ~~ESL-370~~ ESL 371A as Corequisite

Lecture hours: None Lab hours: None Repeatable: Yes Grading: Pass/No Pass

Limitation on Enrollment: None

Transfer Status: None

Degree Applicable: NONC

COD GE: None

CSU GE: None

IGETC: None

ESL 371A Advanced Grammar & Editing Units: 0

Non-native English speaking students will learn advanced level grammar and language structures applicable to college writing as well as strategies for editing their own writing. Strongly recommended corequisite for students enrolled in ESL 371 Academic English II. (Noncredit In-class Hours: ~~36-108~~)

Prerequisite: None

Advisory: ~~ESL-370A~~ ESL 371 as Corequisite

Lecture hours: None Lab hours: None Repeatable: Yes Grading: Pass/No Pass

Limitation on Enrollment: None

Transfer Status: None

Degree Applicable: NONC

KINE 003 Introduction to Sports Medicine ~~Care and Prevention of Athletic Injuries~~ Units: 3

This course provides an introduction to the principles and scientific foundations of sports medicine, athletic training, including prevention, evaluation, treatment and rehabilitation of common athletic injuries. It includes the career options under responsibilities of the sports medicine umbrella, job responsibilities of certified athletic trainers, Certified Athletic Trainer, policies and taping procedures for the Training Room, and wrapping operation of athletic injuries. ~~selected injury rehabilitation modalities.~~

Prerequisite: None

Advisory: None

Lecture hours: 54 Lab hours: None Repeatable: No Grading: Letter

Grade

Limitation on Enrollment: None

Transfer Status: Transfer CSU, limited UC

Degree Applicable: AS

COD GE: None

CSU GE: None

IGETC: None

KINE 004 Advanced Sports Medicine ~~Advanced Care and Prevention of Athletic Injuries~~ Units: 3

This course provides an overview of the principles and scientific foundation of managing athletic injuries training for students considering a career in Sports Medicine. ~~or Health Sciences.~~ Topics include injury prevention techniques, injury evaluation techniques, treatment, and rehabilitation techniques for common athletic injuries.

Prerequisite: KINE 003

Advisory: None

Lecture hours: 54 Lab hours: None Repeatable: No Grading: Letter

Grade

Limitation on Enrollment: None

Transfer Status: Transfer CSU, limited UC

Degree Applicable: AS

COD GE: None

CSU GE: None

IGETC: None

KINE 057 Fencing Units: 1

This course provides beginning, ~~intermediate, and advanced~~ instruction and performance in fencing skills and body skills, and bodily development pertinent to fencing, (with emphasis on saber fencing). ~~thereto, in each of the three competitive weapons: the foil, the sabre, and the epee.~~

Prerequisite: None

Advisory: None

Lecture hours: ~~9~~ None Lab hours: ~~27~~ 54 Repeatable: No Grading: Letter

Grade

Limitation on Enrollment: None

Transfer Status: Transfer CSU, limited UC

Degree Applicable: AA-T

COD GE: None

CSU GE: None

IGETC: None

KINE 058 Competitive Fencing Strategy**Units: 1**

This course is for students who have taken beginning fencing and wish to compete. Techniques and strategies needed for competitive fencing will be demonstrated and practiced. Students will spar. Competition rules will be explained and students will learn how to referee a bout.

Prerequisite: KINE 057

Advisory: None

Lecture hours: 9 [None](#)Lab hours: ~~27~~ [54](#)

Repeatable: No

Grading: Letter

Grade

Limitation on Enrollment: None

Transfer Status: Transfer CSU, limited UC

Degree Applicable: None

COD GE: None

CSU GE: None

IGETC: None

KINE 065 Introduction to Rhetoric and Argument**Units: 1**

This course for students with disabilities emphasizes the development of an individualized strength ~~weight~~ training and fitness program. Mobility assistants are provided.

Prerequisite: None

Advisory: Designed for students with disabilitiesLecture hours: 9 [None](#)Lab hours: ~~27~~ [54](#)

Repeatable: No

Grading: Letter

Grade

Limitation on Enrollment: Courses Related in Content

Transfer Status: CSU, limited UC

Degree Applicable: None

COD GE: None

CSU GE: None

IGETC: None

PROGRAMS

NEW CREDIT PROGRAMS

Accounting for Entrepreneurs Certificate of Completion

The Accounting for Entrepreneurs Certificate of Completion is designed for students who need to develop an understanding of fundamental accounting principles and their application in the business environment. The program covers the basic principles of both financial and managerial accounting with an emphasis placed on how accounting information is used by owners, managers, and other stakeholders.

Required Courses:

BUAC 351A	Introduction to Accounting Fundamentals	0
BUAC 351B	Introduction to Financial Accounting	0
BUAC 351C	Introduction to Managerial Accounting	0

Accounting with Quickbooks Certificate of Completion

Introduction to the basic principles of Accounting and to the use of QuickBooks Computerized Accounting Software to process accounting transactions related to both a service and merchandising company. Learn how this well-designed accounting program is used to set up a chart of accounts, reconcile checking accounts, create and print invoices, receipts, and statements, track payables, inventory, receivables, and generate reports and graphs. Additional topics include: A review of basic accounting concepts, payroll transactions, and the creation of a company using QuickBooks.

Required Courses:

BUAC 351A	Introduction to Accounting Fundamentals	0
BUAC 310	Accounting with QuickBooks	0

Business Remote Worker Certificate of Achievement

The BRW - Business Remote Worker Certificate of Achievement prepares students to develop dynamic skills to provide office support for employers from their own home. This allows them the flexibility to attend personal matters that otherwise would be more time limiting. It also prepares students to efficiently transition from office to home in case of an emergency and do it by abiding by regulations and etiquette.

Required Courses:

CIS 010	Computer Literacy	4
AIS 007B or AIS 072	Advanced Excel Microsoft Excel	2
BUAC 010	Accounting with QuickBooks	3
AIS 020	Accessibility for Office Professionals	2

Elective Courses - Select 3 units from the following:

AIS 021	Teleconferencing for Office Professionals	1
AIS 023	Digital Security & Cloud Storage for Office Professionals	2
AIS 006	Business Research	2
AIS 002A	Introductory Microsoft Outlook	1
AIS 003A	Introductory Microsoft Word	1
AIS 004A	Introductory Microsoft PowerPoint	1
AIS 012	Professional Office Procedures	3

Certificate Total

19/20

PROGRAM MODIFICATIONS

Applications and Information Systems AS Degree

The Associate's degree in Applications and Information Systems (AIS) prepares students to either enter the workforce as an entry level office and/or project manager. Students who choose not to major in Application Information Systems or as Business Information Workers and/or Specialists find that coursework in the field can improve their abilities in several ways: to think analytically, solve problems, organize thoughts and information, and utilize new technology more efficiently and effectively. AIS classes also provide the combination of technical skills and business skills required for success in an entry level office/administrative assistant position. The coursework also lays the foundation for careers in medical, insurance, and law office positions. Our discussions with industry representatives indicate that in today's world, employers expect and demand a certain minimum of computer skills as a given, much as they expect an employee to be able to read, write, and use basic math. College of the Desert's AIS curriculum includes course offerings that provide a general overview of the discipline, as well as courses dealing with more advanced software concepts and tools used in the business environment. In addition to the immediate employment benefits of certificates and associate degrees, coursework at College of the Desert prepares the way for further study at the Baccalaureate level within the California State Universities and University of California systems, and other colleges nationwide.

Required Courses - 16 to 17 Units

AIS 002A	Introductory Microsoft Outlook	1
AIS 004A	Introductory Microsoft PowerPoint	1
AIS 006	Business Research	± 2
AIS 007B or AIS 072	Advanced Excel Microsoft Excel	2
AIS 011	Current Topics in Technology	3
AIS 012	Professional Office Procedures	3
CIS 010	Computer Literacy	4

Required Electives - Choose 25 Units

AIS 003A	Introductory Microsoft Word	1
AIS 005	Computer Survival Skills	2
AIS 007A	Introductory Excel	1

AIS 007B	Advanced Excel	2
AIS 017	Business Data Management	4
AIS 025	Medical Billing	3
AIS 030	Real Estate Principles	3
AIS 032	Real Estate Practice	3
BUMA 001	Principles of Management	3
BUMA 020A	Business Law I	1
BUMA 026	Social Media Marketing	3
BUMA 027	Marketing	3
BUMA 032	Human Resources in the Workplace	3
BUMA 064	Human Resource Management	3
BUMA 094	Business Communications	3
BUAC 005	Tax Accounting II	3
BUAC 010	Accounting with QuickBooks	3
BUAC 020A	Financial Accounting	4
BUAC 051	Accounting for Entrepreneurs & Business Managers	3
CIS 082C	Front End Web Development	3
CIS 086	Visual Basic Programming	3
CIS 095A	Computer Information Systems Work Experience	1-3
AJ CJ 001	Introduction to Criminal Justice	3
AJ CJ 002	Concepts of Criminal Law	3
AJ CJ 004	Criminal Court Process	3
AJ CJ 005	Racial Issues and the Police	3
HS 061	Medical Terminology	2
HS 074	Informatics for Health Science	3
MC 005	Introduction to Public Relations	3
Required Subtotal		16-17
Elective Subtotal		25
COD General Education Pattern		18
Kinesiology Activities		2
Degree Total 61-62		

Digital Graphic Design Studies and Marketing AA Degree

Digital Graphic Design Studies (DDS) & Marketing (GDM) is the vehicle by which business communicates visually by infusing art and technology to communicate ideas through images and other communications media. The graphic designer is often working closely with marketing to develop and implement branding strategies, communications, market development, and presence, including many other related business activities. A graphic designer who is familiar with marketing from a marketing point-of-view is better equipped to understand the role of graphic design as a vital component in the world of business. Students working toward their associates degree in this program study computer graphic design for print, web, and video. This cross-discipline program is designed to prepare students for employment in the diverse fields of Web Design, Graphic Design, Motion Graphics, and Interactive Multimedia. Career paths may also lead to working in advertising, marketing or independently. Careers in the discipline that generally require graduate-level degrees include college teacher, video editor, web developer, creative director, and art director. The graphic designer is often working closely with marketing departments to develop and implement branding strategies, communications, market development, and presence, including many other related business activities.

REQUIRED CORE COURSES

DDP 110	Graphic Design	3
DDP 111	Advertising Design	3
DDP 112	Digital Typography	3

Choose one from the following:

DDP 100	Introduction to Digital Art & Media	3
or DDP 101	Digital Imaging	
or DDP 102	Digital Illustration	
or DDP 103	Publication Design & Production	

Choose one from the following:

DDP 120	Video Post Production	3
or DDP 121	Motion Graphics	3
or DDP 114	3D Animation	

Submission to BOT: December 17, 2021

Choose one from the following:

ARTH 002A	History of Art I: Prehistoric to Medieval (Choose two from the following:)	6
or ARTH 002B	History of Art II: Renaissance to Contemporary	3
or ARTH 002C	History of Modern Art	3
CIS 087	Introduction To Programming Using Python	3
Required Subtotal		24

ELECTIVES

Choose six units from the following:

DDP 095A	Digital Design & Production Work Experience	1-8
DDP 116	Social Media Design	3
DDP 131	Digital Photography	3
DDP 132	Commercial Photography	3
DDP 140	Character Animation	3
DDP 195	Business Practices & Portfolio Preparation for Creatives	3
BUAC 020A	Financial Accounting	4
BUMA 010	Introduction to Business	3
ECON 001	Principles of Macroeconomics	3

CSU General Education: (<http://catalog.collegeofthedesert.edu/general-education-requirements/california-state-university-general-education-requirements/>)

IGETC Pattern: (<http://catalog.collegeofthedesert.edu/general-education-requirements/intersegmental-general-ed/>)

Kinesiology Activities**2****Degree Total****60****Music AA-T Degree**

The Music program at College of the Desert is rooted in the passionate belief that the arts are integral to the social development of every individual and an essential part of life that is vital to the understanding of diverse cultures. Students learn to express themselves artistically, both as individuals and in collaboration with others. Our community sees, supports, and sustains music education not only for the immediate values of performance, but for ways of understanding the world, for the development of the mind and body, and for many underlying skills and understandings that are necessary for success in life. The Associate in Arts in Music for Transfer, also called the Music AA-T Degree, is designed to prepare students to transfer to a CSU or UC campus to complete a bachelor's degree in Music. Course offerings include music theory and musicianship, ensembles, [piano](#), and applied lessons on an instrument or voice. Students earning the Music AA-T Degree will receive "priority admission with junior status to the CSU system." Students completing a bachelor's degree typically choose careers in music that include performer, educator, conductor, composer, arranger, accompanist, recording engineer, radio/television audio engineer, music minister, music therapist, or private instructor.

This Music AA-T degree requires students to meet both of the following requirements:

1. Completion of 60 semester units that are eligible for transfer to the California State University, including both of the following: • The Intersegmental GE Transfer Curriculum (IGETC) or the California State University GE-Breadth Requirements (CSU GE-B). • A minimum of 18 semester units in a major or area of emphasis. All courses in the major or area of emphasis must be completed with a grade of "C" or better.
2. Obtainment of a minimum grade point average of 2.0.

~~The Music AA T Degree requires students to complete 60 CSU transferable units including completion of IGETC and 22 units in the major with a cumulative GPA of 2.0 or better. Music AA T degree works with the IGETC only, (not with the CSU GE).~~

There are no additional graduation requirements. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

REQUIRED CORE COURSES

MUS 012	Fundamentals of Music	3
MUS 001	Music Theory I	3
MUS 002	Music Theory II	4
MUS 003	Music Theory III	4
MUS 004	Music Theory IV	4
MUS 021A	Piano I	1
MUS 021	Piano II	1
MUS 021C	Piano III	1

Take four semesters total of the following (0.5 units each):

Submission to BOT: December 17, 2021

MUS 099A Applied Music, Instrumental

MUS 099B Applied Music, Vocal

Large Ensemble (4 semesters total) - select from the following (1 unit each):

MUS 027 Jazz Band
 MUS 028 Jazz Ensembles
 MUS 029 Jazz Singers
 MUS 031 Chamber Singers
 MUS 033 Symphonic Band

Required Subtotal**24**

Select one of the following

CSU General Education

37-39

Transferable Electives (as needed to reach 60 transferable units)

Degree Total**60****Photoshop Skills-Digital Imaging Certificate of Completion**

~~The Digital Design & Production:~~ The Digital Design & Production: Photoshop Skills Imaging Certificate provides an entry level course of study in Adobe Photoshop. This course of study helps prepare the student to take the Adobe Certified Associate (ACA) industry-standard exam in Adobe Photoshop.

A Photoshop ACA is an earned certification that validates entry-level skills in visual communication, for careers including, but not limited to, marketing, Web development, photography, digital media, and graphic design. It indicates an intermediate level of depth and breadth of Photoshop knowledge and experience and enhances the recipients' value in the job market.

DDP 301A Digital Imaging A
 DDP 301B Digital Imaging B

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DISTANCE EDUCATION MODALITIES

New Courses Approved for Distance Education

Course Number	Course Title	Status	Hybrid	Online
ARCH 100	Introduction to Design Theories and Methods	New	✓	✓
ARCH 120	Visual Literacy and Civilization: An Architect's View	New	✓	✓
ARCH 150	Foundational Digital Design	New	✓	
ARCH 210	Introduction to Sustainable Design	New	✓	✓
ARCH 220	Architectural Programming	New	✓	✓
BUMA 027	Social Media Marketing	New	✓	✓
CART 370	Home Culinary Enterprises	New	✓	✓
CIS 330	Introduction to the Linux Operating System	New		✓
KINE 020	Health and Wellness Coach	New	✓	
MATH 016	Finite Mathematics	New		✓

PSY 009	Psychology of Prejudice and Discrimination	New	✓	✓
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Modified Courses Approved for Distance Education

AUTO 011B	Auto Electronics and Electrical Systems	Modified	✓	
AUTO 011C	Advanced Automotive Electrical Systems	Modified	✓	
AUTO 012A	Automotive Suspension and Steering Systems	Modified	✓	
AUTO 013A	Automotive Braking Systems	Modified	✓	
AUTO 014A	Automotive Engine Management	Modified	✓	
AUTO 015	Automotive Engine Diagnosis and Repair	Modified	✓	
AUTO 016	Automotive Manual Transmissions and Drive Train Systems	Modified	✓	
AUTO 018	Automotive Heating, Ventilation and Air Conditioning	Modified	✓	
AUTO 020A	Automotive Quick Service	Modified	✓	
COMM 001	Introduction to Public Speaking	Modified		✓
BUMA 026	Social Media Marketing	Modified	✓	✓
BUMA 027	Marketing	Modified	✓	✓
BUMA 028	Introduction to Entrepreneurship	Modified	✓	✓
COMM 009	Intro to Interpersonal Communication	Modified		✓
COMM 025	Argumentation and Debate	Modified	✓	✓
ENG 301	Basic Grammar and Punctuation	Modified	✓	✓
ENG 302	Sentences and Syntax	Modified	✓	✓
ENG 303	Developing Paragraphs	Modified	✓	✓
ENG 304	Basic Essay Principles	Modified	✓	✓
ENG 305	Language in Context	Modified	✓	✓
ENG 306	Narrative Writing and Writing from Personal Experience	Modified	✓	✓
ENG 307	Introduction to Research and Documentation	Modified	✓	✓
ESL 052	Pronunciation	Modified	✓	
ESL 053	Speech Pronunciation and Listening	Modified	✓	✓

Modified Courses Approved for Distance Education (continued)

GOLF 030	Teaching the Short Game	Modified	✓	
HSAD 025	Prevention, Intervention and Recovery	Modified	✓	✓
J 006	Introduction to Multimedia Storytelling	Modified	✓	✓
J 007	Introduction to Photojournalism	Modified	✓	✓
KINE 003	Introduction to Sports Medicine	Modified		✓
KINE 004	Advanced Sports Medicine	Modified		✓
MUS 079	Introduction to Music Business	Modified	✓	✓
MUS 078A	Electronic Music Production	Modified	✓	✓
RTV 007A	Intermediate Radio Production	Modified	✓	✓

UC TCA Courses

New Courses Approved as UC Transferable (effective Fall 2021)

DDP 112	Digital Typography (3.00)
DDP 130	Digital Darkroom (3.00)
DDP 140	Character Animation (3.00)
ETHN 001	Introduction to Ethnic Studies (3.00)
ETHN 002	Introduction to Chicanx & Latinx Studies (3.00)
ETHN 003	Introduction to Black Studies (3.00)
ETHN 004	Introduction to Native American and Indigenous Studies (3.00)
ETHN 005	Introduction to Asian American Studies (3.00)
GIS 022	Data Acquisition and Management in Geographic Information Systems (3.00)
GIS 023	Spatial Analysis in Geographic Information Systems (3.00)
PH 020A	Physics for Life Sciences Majors I (4.00)
PH 020B	Physics for Life Sciences Majors II (4.00)
PS 006	Latinx Politics (3.00)
PS 010	Introduction to Social Justice Studies (3.00)
PSY 009	Psychology of Prejudice and Discrimination (3.00)
RTV 016	Television Field Production (3.00)
RTV 017	Television Studio Production (3.00)
SJS 021	Introduction to LGBTQIA Studies (3.00)
SOC 005	Sociology of Gender and Sexuality (3.00)
SOC 006	Introduction to Criminology (3.00)