PORTERVILLE COLLEGE
CURRICULUM PROGRAM REVIEW UPDATE

Name of Division: **CTE**   Contact Person: **Stephanie Cortez**

[Note: The information in this area will repeat on all pages.]

Please submit this form to the Curriculum Committee **before** adding the course to eLumen when proposing a new Course or a new Program. Once the form is received, the course and/or program will be added as a discussion items at the next available Curriculum Committee meeting.

Please include this form as an attachment when submitting the course for final evaluation in eLumen.

All new Courses/Programs must be directly tied to the Institutional Goals, Strategic Plan, Educational Master Plan, General Education Outcomes, and Institutional Outcomes as appropriate through the Division Program Review.

Is this new Course/Program addressed in your <u>current</u> Program Review: YES ✓ NO ☐

If YES, please attach the appropriate sections.

If NO, please complete the attached New Course/Program documents.

PORTERVILLE COLLEGE

CURRICULUM COMMITTEE

COURSE ADDITION

The items enumerated below are to assist you in filling out the Course Addition Form. Short descriptions and examples have been given to guide you in completing this form

ATTACH COURSE OUTLINE (DRAFT)

1. **INITIATED BY** Stephanie Cortez   CTE   Business

                         Instructor   Division   Department

2. **Subject** ACCT   **Number** P900Z   **Title** Computerized Accouting Application

   Units Z   **Lecture Hours** 36   **Lab Hours** 0

   Computer Assisted Instruction [ ]   **Distance Learning** [ ]

3. **CONTENT REVIEW**
   If a prerequisite, corequisite or recommended preparation is listed below, content review forms (entrance, exit and/or corequisite) must be included with this proposal. Forms are available on the web under the Curriculum Committee tab. **ALL INFORMATION BELOW MUST BE IDENTICAL ON THE ATTACHED COURSE OUTLINE.**

   Prerequisite: None

   Corequisite: None

   Other Recommended Preparation (Advisory):

4. **CATALOG DESCRIPTION**
   Provide a draft of the course description as you wish it to appear in the catalog. **This must match the attached course outline.**

Total lecture 36 hours. This course introduces the computer-based accounting package, QuickBooks to handle general ledger accounting for a business.

5. **REASON FOR ADDITION**

   Provide a concise statement as to why the course is being added. Be clear regarding the evidence of need for the addition of this course (e.g., articulation with other colleges/universities, student demand, recommendation from advisory committee or external accreditation review, campus program review).

   This course will support the demand in industry for business accountants. Business advisory committee finds that this course will provide the need skills for working in the finance department, business is seeking skill workers with the background of computerized accounting knowledge and foundations of proper accounting functions.

6. **DESCRIBE ANY FISCAL IMPACT THIS ADDITION WILL HAVE ON THE DEPARTMENT, COLLEGE AND/OR DISTRICT:** Address significant changes in staffing, facilities, equipment, supplies, learning resources or state reimbursement (e.g. loss of eligibility for basic skills, matriculation, and/or other categorical funding). Example: Adding a component of computer assisted instruction to a class could mean a change in identification of facilities, the need to purchase computers and software and the need for additional staff.

   There will be no additional fiscal impact by adding this course. We will have free access for students to work in online application for accounting via computers. Students will have access to department laptops on hand if needed. Current accounting teacher will instruct the course.

7. **CHECK ANY OF THE FOLLOWING CATEGORIES FOR WHICH THIS COURSE WILL BE USED.**

a.	✔	None
b.	☐	AA/AS Degree
c.	☐	Associate Degree for Transfer (ADT)
d.	☐	Area of Emphasis
e.	☐	Certificate of Achievement
f.	☐	Certificate of Proficiency

8. **GENERAL EDUCATION:** Forms for the appropriate Associate Degree area are available from Instructional Operations. CSU and IGETC requests approved by the Curriculum Committee are submitted each December for review by the specific four-year system office.

   ☐

a.	Not applicable			
b.	General Education – Associate Degree	Area		Section
c.	General Education – CSU Certification	Area		Section
d.	General Education – IGETC	Area		Section

9. **FOR ARTICULATION OFFICER USE ONLY:**

CSU Articulation Probability	☐ Yes ✔ No	UC Articulation Probability	☐ Yes ✔ No
CSU Transfer Probability	☐ Yes ✔ No	UC Transfer Probability	☐ Yes ✔ No

Christine Okialda

Nov 3, 2022

_____   _____
Articulation Officer   Date

10. **THIS COURSE MEETS OR EXCEEDS STATE TITLE 5 STANDARDS AND CRITERIA FOR COURSES AND CLASSES (Check one)**

☐ Credit course applicable as units to the associate degree (within degree/certificate requirements or elective toward graduation) – Title 5: Section 55002

☐ Credit course not applicable as units toward an associate degree – Title 5: Section 55002

☐ Basic skills (when designated as non-degree credit; courses in reading, writing, computation, and ESL) – Title 5: 55002/55000(j)

☑ Noncredit course (offered for zero units) – Title 5: Section 55002

11. **Porterville College CROSS-LISTING COLLABORATION AND LETTER OF INTENT**

Cross-listed   ☐ Yes   ☑ No

The original Letter of Intent, with sign off by the affected department at Porterville, must be included with this proposal. **The Curriculum Committee will not review any proposal that affects any division or department at Porterville unless a completed Letter of Intent is on file.** Please meet and collaborate with the appropriate chair or coordinator when this course modification affects another program or certificate or if this course is to be cross-listed at Porterville.

If yes, please list cross-listed course(s)

Date sent   Date returned

Similarity in course content in another department   ☐ Yes   ☑ No

If yes, please list similar course

12. FOR LEARNING RESOURCES REPRESENTATIVE USE ONLY:

To assess learning resources support for your course or program, please consult with your departmental liaison librarian to determine the adequacy of the resources available and have the liaison librarian sign below.

☐ Resources Adequate   ☐ Resources Require Upgrading
                                            Estimated Costs to Upgrade $_____
                                            Funding Available to Upgrade?   Yes _____   No _____

Christopher Ebert   Nov 4, 2022

Departmental Liaison or Library Chair   Date

13. STUDENT LEARNING OUTCOMES

Please meet with the Outcomes Coordinator to submit your SLOs for review and have the Outcomes Coordinator sign below.

Melissa Long   Nov 4, 2022

Outcomes Coordinator   Date

14. VOTE OF DEPARTMENT

Indicate the date that the department met to consider the curriculum proposal, the number of full-time faculty members in the department, the number voting and the number absent at the time the vote was taken.

Date of meeting | 10/18/2022 | Number of full time members in department | 6 |

Yes | 5 | No | 0 | Abstaining | 0 | Absent | 1 |

15. SIGNATURES

I have reviewed this form for accuracy and completeness and recommend this course addition.

Elisa Queenan   Nov 3, 2022

Department Chairperson/Coordinator   Date

Osvaldo Del Valle   NOV. 7, 2022

Dean   Date

16. FOR CURRICULUM CHAIR and VP OFFICE USE ONLY:

STAND-ALONE COURSE APPROVAL   ☐ Yes   ☐ No

This course addition meets the state Chancellor's Office
regulations and guidelines requiring state approval as a
stand-alone course outside of a program.   _____   _____
                                                         Curriculum Chair/VP   Date

Curriculum Committee:

Signature: *Elisa Queenan*

Email: elisa.queenan@portervillecollege.edu

Signature: *Christopher Ebert*

Email: christopher.ebert@portervillecollege.edu

Signature: *chris obi*

Email: christine.okialda@portervillecollege.edu

Signature:

Email: melissa.long@portervillecollege.edu

PORTERVILLE COLLEGE
CURRICULUM PROGRAM REVIEW UPDATE

Name of Division: **CTE**   Contact Person: **Elisa Queenan**

[Note: The information in this area will repeat on all pages.]

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All new Courses/Programs must be directly tied to the Institutional Goals, Strategic Plan, Educational Master Plan, General Education Outcomes, and Institutional Outcomes as appropriate through the Division Program Review.

Is this new Course/Program addressed in your <u>current</u> Program Review: YES ☐ NO ☑

If YES, please attach the appropriate sections.

If NO, please complete the attached New Course/Program documents.

PORTERVILLE COLLEGE

CURRICULUM COMMITTEE

COURSE ADDITION

The items enumerated below are to assist you in filling out the Course Addition Form. Short descriptions and examples have been given to guide you in completing this form

ATTACH COURSE OUTLINE (DRAFT)

1. **INITIATED BY** Elisa Queenan   CTE   Business

      Instructor   Division   Department

2. **Subject** BSAD   **Number** P167   **Title** International Entrepreneurial Experience

   Units 3   **Lecture Hours** 54   **Lab Hours**

   Computer Assisted Instruction   **Distance Learning**

3. **CONTENT REVIEW**

   If a prerequisite, corequisite or recommended preparation is listed below, content review forms (entrance, exit and/or corequisite) must be included with this proposal. Forms are available on the web under the Curriculum Committee tab. **ALL INFORMATION BELOW MUST BE IDENTICAL ON THE ATTACHED COURSE OUTLINE.**

Prerequisite:	N/A
Corequisite:	N/A
Other Recommended Preparation (Advisory):	N/A

4. **CATALOG DESCRIPTION**

   Provide a draft of the course description as you wish it to appear in the catalog. **This must match the attached course outline.**

In order to build entrepreneurial competencies at a global level, students have the option of participating in specifically designed entrepreneurship courses taught in summer programs.

This course emphasizes the global competencies utilizing cognitive, social emotional, moral, and ethical dimensions of, empathy, decisions making, cross-cultural inquiry, continuous learning and reflection, collaborative problem-solving, and resilience.

5. **REASON FOR ADDITION**
   Provide a concise statement as to why the course is being added. Be clear regarding the evidence of need for the addition of this course (e.g., articulation with other colleges/universities, student demand, recommendation from advisory committee or external accreditation review, campus program review).

Our Business Administration-Entrepreneurship Associate of Science, after review by the Chancellor's office and the local community, determined that this degree's current iteration is less entrepreneurial and more generic business. Since this degree is an AS, not an AS-T, it is meant to empower individuals to enter the local labor market without requiring further post-secondary education. As such, the degree is being re-constructed with that aim in mind.

6. **DESCRIBE ANY FISCAL IMPACT THIS ADDITION WILL HAVE ON THE DEPARTMENT, COLLEGE AND/OR DISTRICT:** Address significant changes in staffing, facilities, equipment, supplies, learning resources or state reimbursement (e.g. loss of eligibility for basic skills, matriculation, and/or other categorical funding). Example: Adding a component of computer assisted instruction to a class could mean a change in identification of facilities, the need to purchase computers and software and the need for additional staff.

N/A

7. **CHECK ANY OF THE FOLLOWING CATEGORIES FOR WHICH THIS COURSE WILL BE USED.**

   a. ☐ None
   b. ☑ AA/AS Degree — Business Administration-Entrepreneurship As
   c. ☐ Associate Degree for Transfer (ADT)
   d. ☐ Area of Emphasis
   e. ☐ Certificate of Achievement
   f. ☐ Certificate of Proficiency

8. **GENERAL EDUCATION:** Forms for the appropriate Associate Degree area are available from Instructional Operations. CSU and IGETC requests approved by the Curriculum Committee are submitted each December for review by the specific four-year system office.

☐

-4-

a.	Not applicable			
b.	General Education – Associate Degree	Area		Section
c.	General Education – CSU Certification	Area		Section
d.	General Education – IGETC	Area		Section

9. FOR ARTICULATION OFFICER USE ONLY:

CSU Articulation Probability ☑Yes ☐No   UC Articulation Probability ☐Yes ☑No
CSU Transfer Probability ☑Yes ☐No   UC Transfer Probability ☐Yes ☑No

chris Obin
_____   _____
Articulation Officer   Date

10. THIS COURSE MEETS OR EXCEEDS STATE TITLE 5 STANDARDS AND CRITERIA FOR COURSES AND CLASSES (Check one)

☑ Credit course applicable as units to the associate degree (within degree/certificate requirements or elective toward graduation) – Title 5: Section 55002

☐ Credit course not applicable as units toward an associate degree – Title 5: Section 55002

☐ Basic skills (when designated as non-degree credit; courses in reading, writing, computation, and ESL) – Title 5: 55002/55000(j)

☐ Noncredit course (offered for zero units) – Title 5: Section 55002

11. Porterville College CROSS-LISTING COLLABORATION AND LETTER OF INTENT

Cross-listed   ☑ Yes   ☐ No

The original Letter of Intent, with sign off by the affected department at Porterville, must be included with this proposal.**The Curriculum Committee will not review any proposal that affects any division or department at Porterville unless a completed Letter of Intent is on file.** Please meet and collaborate with the appropriate chair or coordinator when this course modification affects another program or certificate or if this course is to be cross-listed at Porterville.

If yes, please list cross-listed course(s)

BSAD P166

Date sent   Date returned

Similarity in course content in another department   ☐ Yes   ☑ No

If yes, please list similar course

12. **FOR LEARNING RESOURCES REPRESENTATIVE USE ONLY:**

To assess learning resources support for your course or program, please consult with your departmental liaison librarian to determine the adequacy of the resources available and have the liaison librarian sign below.

☑ Resources Adequate   ☐ Resources Require Upgrading
Estimated Costs to Upgrade $_____
Funding Available to Upgrade? Yes _____ No _____

Christopher Ebert   Oct 20, 2022
_____   _____
Departmental Liaison or Library Chair   Date

13. **STUDENT LEARNING OUTCOMES**

Please meet with the Outcomes Coordinator to submit your SLOs for review and have the Outcomes Coordinator sign below.

Melissa Long   Oct 27, 2022
_____   _____
Outcomes Coordinator   Date

14. **VOTE OF DEPARTMENT**

Indicate the date that the department met to consider the curriculum proposal, the number of full-time faculty members in the department, the number voting and the number absent at the time the vote was taken.

Date of meeting 10/18/2022   Number of full time members in department 6

Yes 5   No 0   Abstaining 0   Absent 1

15. **SIGNATURES**

I have reviewed this form for accuracy and completeness and recommend this course addition.

Elisa Queenan   10/18/2022
_____   _____
Department Chairperson/Coordinator   Date

Osvaldo DeVall   Nov. 7, 2022
_____   _____
Dean   Date

16. **FOR CURRICULUM CHAIR and VP OFFICE USE ONLY:**

STAND-ALONE COURSE APPROVAL   ☐ Yes ☐ No

This course addition meets the state Chancellor's Office regulations and guidelines requiring state approval as a stand-alone course outside of a program.

_____   _____
Curriculum Chair/VP   Date

Curriculum Committee:

PORTERVILLE COLLEGE
CURRICULUM PROGRAM REVIEW UPDATE

Name of Division: **CTE**   Contact Person: **Elisa Queenan**

[Note: The information in this area will repeat on all pages.]

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Is this new Course/Program addressed in your <u>current</u> Program Review: YES ☐ NO ☑

If YES, please attach the appropriate sections.

If NO, please complete the attached New Course/Program documents.

PORTERVILLE COLLEGE

CURRICULUM COMMITTEE

COURSE ADDITION

The items enumerated below are to assist you in filling out the Course Addition Form. Short descriptions and examples have been given to guide you in completing this form

<u>ATTACH COURSE OUTLINE</u> (DRAFT)

1. **INITIATED BY** Elisa Queenan | CTE | Business

| Instructor | Division | Department |

2. **Subject** BSAD **Number** P166 **Title** International Entrepreneurship

   Units 3   **Lecture Hours** 54   **Lab Hours**

   Computer Assisted Instruction   **Distance Learning**

3. **CONTENT REVIEW**

   If a prerequisite, corequisite or recommended preparation is listed below, content review forms (entrance, exit and/or corequisite) must be included with this proposal. Forms are available on the web under the Curriculum Committee tab. **ALL INFORMATION BELOW MUST BE IDENTICAL ON THE ATTACHED COURSE OUTLINE.**

   Prerequisite: N/A

   Corequisite: N/A

   Other Recommended Preparation (Advisory): N/A

4. **CATALOG DESCRIPTION**

   Provide a draft of the course description as you wish it to appear in the catalog. **This must match the attached course outline.**

The course covers the global context of entrepreneurial businesses, national cultures, human resources, marketing, and supply chains logistics, contrasting the differences between domestic versus international entrepreneurial business practice. This course emphasizes the global competencies utilizing cognitive, social emotional, moral, and ethical dimensions of, empathy, decisions making, cross-cultural inquiry, continuous learning and reflection, collaborative problem-solving, and resilience.

5. **REASON FOR ADDITION**

Provide a concise statement as to why the course is being added. Be clear regarding the evidence of need for the addition of this course (e.g., articulation with other colleges/universities, student demand, recommendation from advisory committee or external accreditation review, campus program review).

Our Business Administration-Entrepreneurship Associate of Science, after review by the Chancellor's office and the local community, determined that this degree's current iteration is less entrepreneurial and more generic business. Since this degree is an AS, not an AS-T, it is meant to empower individuals to enter the local labor market without requiring further post-secondary education. As such, the degree is being re-constructed with that aim in mind.

6. **DESCRIBE ANY FISCAL IMPACT THIS ADDITION WILL HAVE ON THE DEPARTMENT, COLLEGE AND/OR DISTRICT:** Address significant changes in staffing, facilities, equipment, supplies, learning resources or state reimbursement (e.g. loss of eligibility for basic skills, matriculation, and/or other categorical funding). Example: Adding a component of computer assisted instruction to a class could mean a change in identification of facilities, the need to purchase computers and software and the need for additional staff.

N/A

7. **CHECK ANY OF THE FOLLOWING CATEGORIES FOR WHICH THIS COURSE WILL BE USED.**

a. ☐	None	
b. ☑	AA/AS Degree	Business Administration-Entrepreneurship As
c. ☐	Associate Degree for Transfer (ADT)	
d. ☐	Area of Emphasis	
e. ☐	Certificate of Achievement	
f. ☐	Certificate of Proficiency	

8. **GENERAL EDUCATION:** Forms for the appropriate Associate Degree area are available from Instructional Operations. CSU and IGETC requests approved by the Curriculum Committee are submitted each December for review by the specific four-year system office.

☐

-4-

a.	Not applicable		
b.	General Education – Associate Degree	Area	Section
c.	General Education – CSU Certification	Area	Section
d.	General Education – IGETC	Area	Section

9. FOR ARTICULATION OFFICER USE ONLY:

CSU Articulation Probability ☑Yes ☐No   UC Articulation Probability ☐Yes ☑No
CSU Transfer Probability ☑Yes ☐No   UC Transfer Probability ☐Yes ☑No

_____   _____
Articulation Officer   Date

10. THIS COURSE MEETS OR EXCEEDS STATE TITLE 5 STANDARDS AND CRITERIA FOR COURSES AND CLASSES (Check one)

☑ Credit course applicable as units to the associate degree (within degree/certificate requirements or elective toward graduation) – Title 5: Section 55002

☐ Credit course not applicable as units toward an associate degree – Title 5: Section 55002

☐ Basic skills (when designated as non-degree credit; courses in reading, writing, computation, and ESL) – Title 5: 55002/55000(j)

☐ Noncredit course (offered for zero units) – Title 5: Section 55002

11. **Porterville College CROSS-LISTING COLLABORATION AND LETTER OF INTENT**

Cross-listed   ☑ Yes   ☐ No

If yes, please list cross-listed
course(s)

> **BSAD P167**

The original Letter of Intent, with sign off by the affected department at Porterville, must be included with this proposal.**The Curriculum Committee will not review any proposal that affects any division or department at Porterville unless a completed Letter of Intent is on file.** Please meet and collaborate with the appropriate chair or coordinator when this course modification affects another program or certificate or if this course is to be cross-listed at Porterville.

Date sent   Date returned

Similarity in course content
in another department   ☐ Yes   ☑ No

If yes, please list similar course

12. **FOR LEARNING RESOURCES REPRESENTATIVE USE ONLY:**

To assess learning resources support for your course or program, please consult with your departmental liaison librarian to determine the adequacy of the resources available and have the liaison librarian sign below.

☐ Resources Adequate

☐ Resources Require Upgrading
Estimated Costs to Upgrade $_____
Funding Available to Upgrade?   Yes _____   No _____

Christopher Ebert
_____
Departmental Liaison or Library Chair

Oct 20, 2022
_____
Date

13. **STUDENT LEARNING OUTCOMES**

Please meet with the Outcomes Coordinator to submit your SLOs for review and have the Outcomes Coordinator sign below.

Melissa Long
_____
Outcomes Coordinator

Oct 27, 2022
_____
Date

14. **VOTE OF DEPARTMENT**

Indicate the date that the department met to consider the curriculum proposal, the number of full-time faculty members in the department, the number voting and the number absent at the time the vote was taken.

Date of meeting `10/18/2022`   Number of full time members in department `6`

Yes `5`   No `0`   Abstaining `0`   Absent `1`

15. **SIGNATURES**

I have reviewed this form for accuracy and completeness and recommend this course addition.

Elisa Queenan
_____
Department Chairperson/Coordinator

10/18/2022
_____
Date

Osvalda Del Valle
_____
Dean

Nov. 7, 2022
_____
Date

16. **FOR CURRICULUM CHAIR and VP OFFICE USE ONLY:**

STAND-ALONE COURSE APPROVAL

☐ Yes   ☐ No

This course addition meets the state Chancellor's Office regulations and guidelines requiring state approval as a stand-alone course outside of a program.

_____
Curriculum Chair/VP   Date

Curriculum Committee:

PORTERVILLE COLLEGE
CURRICULUM PROGRAM REVIEW UPDATE

Name of Division: **CTE**   Contact Person: **Elisa Queenan**

[Note: The information in this area will repeat on all pages.]

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Is this new Course/Program addressed in your current Program Review: YES ☐ NO ☑

If YES, please attach the appropriate sections.

If NO, please complete the attached New Course/Program documents.

PORTERVILLE COLLEGE

CURRICULUM COMMITTEE

COURSE ADDITION

The items enumerated below are to assist you in filling out the Course Addition Form. Short descriptions and examples have been given to guide you in completing this form

ATTACH COURSE OUTLINE (DRAFT)

1. **INITIATED BY** Elisa Queenan   CTE   Business

            Instructor   Division   Department

2. **Subject** BSAD   **Number** P163   **Title** Global Sustainable Entrepreneurship

    Units 3   **Lecture Hours** 54   **Lab Hours**

    Computer Assisted Instruction   **Distance Learning**

3. **CONTENT REVIEW**

If a prerequisite, corequisite or recommended preparation is listed below, content review forms (entrance, exit and/or corequisite) must be included with this proposal. Forms are available on the web under the Curriculum Committee tab. **ALL INFORMATION BELOW MUST BE IDENTICAL ON THE ATTACHED COURSE OUTLINE.**

Prerequisite:	N/A
Corequisite:	N/A
Other Recommended Preparation (Advisory):	N/A

4. **CATALOG DESCRIPTION**

Provide a draft of the course description as you wish it to appear in the catalog. **This must match the attached course outline.**

Social entrepreneurship is the process and responsibility of recognizing and resourcefully pursuing opportunities to create innovative responses to address social problems and to create social value. Social entrepreneurs assume the responsibility to be change agents towards solutions that support people, protect the environment and produce profits. This course will cover social entrepreneurship strategies and ventures with an emphasis on Human Centered Design and empathy as the cornerstone.

5. **REASON FOR ADDITION**
   Provide a concise statement as to why the course is being added. Be clear regarding the evidence of need for the addition of this course (e.g., articulation with other colleges/universities, student demand, recommendation from advisory committee or external accreditation review, campus program review).

Our Business Administration-Entrepreneurship Associate of Science, after review by the Chancellor's office and the local community, determined that this degree's current iteration is less entrepreneurial and more generic business. Since this degree is an AS, not an AS-T, it is meant to empower individuals to enter the local labor market without requiring further post-secondary education. As such, the degree is being re-constructed with that aim in mind.

6. **DESCRIBE ANY FISCAL IMPACT THIS ADDITION WILL HAVE ON THE DEPARTMENT, COLLEGE AND/OR DISTRICT:** Address significant changes in staffing, facilities, equipment, supplies, learning resources or state reimbursement (e.g. loss of eligibility for basic skills, matriculation, and/or other categorical funding). Example: Adding a component of computer assisted instruction to a class could mean a change in identification of facilities, the need to purchase computers and software and the need for additional staff.

N/A

7. **CHECK ANY OF THE FOLLOWING CATEGORIES FOR WHICH THIS COURSE WILL BE USED.**

a.	☐	None
b.	✓	AA/AS Degree
c.	☐	Associate Degree for Transfer (ADT)
d.	☐	Area of Emphasis
e.	☐	Certificate of Achievement
f.	☐	Certificate of Proficiency

   Business Administration-Entrepreneurship As

8. **GENERAL EDUCATION:** Forms for the appropriate Associate Degree area are available from Instructional Operations. CSU and IGETC requests approved by the Curriculum Committee are submitted each December for review by the specific four-year system office.

☐

-4-

a. Not applicable
b. General Education – Associate Degree   Area [   ] Section
c. General Education – CSU Certification   Area [   ] Section
d. General Education – IGETC   Area [   ] Section

9. **FOR ARTICULATION OFFICER USE ONLY:**

CSU Articulation Probability   [✓] Yes [ ] No   UC Articulation Probability   [ ] Yes [✓] No
CSU Transfer Probability   [✓] Yes [ ] No   UC Transfer Probability   [ ] Yes [✓] No

chris Olin
_____   _____
        Articulation Officer   Date

10. **THIS COURSE MEETS OR EXCEEDS STATE TITLE 5 STANDARDS AND CRITERIA FOR COURSES AND CLASSES (Check one)**

[■] Credit course applicable as units to the associate degree (within degree/certificate requirements or elective toward graduation) –
Title 5: Section 55002

[ ] Credit course not applicable as units toward an associate degree – Title 5: Section 55002

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Title 5: 55002/55000(j)

[ ] Noncredit course (offered for zero units) – Title 5: Section 55002

11. Porterville College CROSS-LISTING COLLABORATION AND LETTER OF INTENT

Cross-listed   ☐ Yes   ☑ No

If yes, please list cross-listed
course(s)

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Date sent   Date returned

Similarity in course content
in another department   ☐ Yes   ☑ No

If yes, please list similar course

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☑ Resources Adequate   ☐ Resources Require Upgrading
                                          Estimated Costs to Upgrade $_____
                                          Funding Available to Upgrade? Yes _____ No _____

Christopher Ebert   Oct 20, 2022
_____   _____
Departmental Liaison or Library Chair   Date

13. **STUDENT LEARNING OUTCOMES**

Please meet with the Outcomes Coordinator to submit your SLOs for review and have the Outcomes Coordinator sign below.

Melissa Long   Oct 27, 2022
_____   _____
Outcomes Coordinator   Date

14. **VOTE OF DEPARTMENT**

Indicate the date that the department met to consider the curriculum proposal, the number of full-time faculty members in the department, the number voting and the number absent at the time the vote was taken.

Date of meeting [10/18/2022]   Number of full time members in department [6]

Yes [5]   No [0]   Abstaining [   ]   Absent [1]

15. **SIGNATURES**

I have reviewed this form for accuracy and completeness and recommend this course addition.

Elisa Queenan   10/18/2022
_____   _____
Department Chairperson/Coordinator   Date

Leovaldo Del Valle   Nov. 7, 2022
_____   _____
Dean   Date

16. **FOR CURRICULUM CHAIR and VP OFFICE USE ONLY:**

STAND-ALONE COURSE APPROVAL   ☐ Yes   ☐ No

This course addition meets the state Chancellor's Office
regulations and guidelines requiring state approval as a
stand-alone course outside of a program.   _____ _____
                                                      Curriculum Chair/VP   Date

Curriculum Committee:

Name of Division: **CTE**   Contact Person: **Elisa Queenan**

[Note: The information in this area will repeat on all pages.]

Please submit this form to the Curriculum Committee **before** adding the course to eLumen when proposing a new Course or a new Program. Once the form is received, the course and/or program will be added as a discussion items at the next available Curriculum Committee meeting.

Please include this form as an attachment when submitting the course for final evaluation in eLumen.

All new Courses/Programs must be directly tied to the Institutional Goals, Strategic Plan, Educational Master Plan, General Education Outcomes, and Institutional Outcomes as appropriate through the Division Program Review.

Is this new Course/Program addressed in your <u>current</u> Program Review: YES ☐ NO ☑

If YES, please attach the appropriate sections.

If NO, please complete the attached New Course/Program documents.

PORTERVILLE COLLEGE

CURRICULUM COMMITTEE

COURSE ADDITION

The items enumerated below are to assist you in filling out the Course Addition Form. Short descriptions and examples have been given to guide you in completing this form

ATTACH COURSE OUTLINE (DRAFT)

1. **INITIATED BY** Elisa Queenan | CTE | Business
   | Instructor | Division | Department

2. **Subject** BSAD **Number** P168 **Title** Global Cross-Cultural Management

   Units 3 **Lecture Hours** 54 **Lab Hours**

   Computer Assisted Instruction **Distance Learning**

3. **CONTENT REVIEW**
   If a prerequisite, corequisite or recommended preparation is listed below, content review forms (entrance, exit and/or corequisite) must be included with this proposal. Forms are available on the web under the Curriculum Committee tab. **ALL INFORMATION BELOW MUST BE IDENTICAL ON THE ATTACHED COURSE OUTLINE.**

   Prerequisite: N/A

   Corequisite: N/A

   Other Recommended Preparation (Advisory): N/A

4. **CATALOG DESCRIPTION**
   Provide a draft of the course description as you wish it to appear in the catalog. **This must match the attached course outline.**

This course is designed for students interested in developing knowledge and skills appropriate to working in cross-cultural environments. The course focuses on fundamental principles to understand the diverse cultures that comprise the global workplace. The emphasis will be on cultivating strong cultural awareness, ensuring effective communication, appreciating cultural diversity, and learning strategies for accommodating diversity both domestically and internationally.

5. **REASON FOR ADDITION**
   Provide a concise statement as to why the course is being added. Be clear regarding the evidence of need for the addition of this course (e.g., articulation with other colleges/universities, student demand, recommendation from advisory committee or external accreditation review, campus program review).

Our Business Administration-Entrepreneurship Associate of Science, after review by the Chancellor's office and the local community, determined that this degree's current iteration is less entrepreneurial and more generic business. Since this degree is an AS, not an AS-T, it is meant to empower individuals to enter the local labor market without requiring further post-secondary education. As such, the degree is being re-constructed with that aim in mind.

6. **DESCRIBE ANY FISCAL IMPACT THIS ADDITION WILL HAVE ON THE DEPARTMENT, COLLEGE AND/OR DISTRICT:** Address significant changes in staffing, facilities, equipment, supplies, learning resources or state reimbursement (e.g. loss of eligibility for basic skills, matriculation, and/or other categorical funding). Example: Adding a component of computer assisted instruction to a class could mean a change in identification of facilities, the need to purchase computers and software and the need for additional staff.

N/A

7. **CHECK ANY OF THE FOLLOWING CATEGORIES FOR WHICH THIS COURSE WILL BE USED.**

   a. ☐ None
   b. ✔ AA/AS Degree   Business Administration-Entrepreneurship As
   c. ☐ Associate Degree for Transfer (ADT)
   d. ☐ Area of Emphasis
   e. ☐ Certificate of Achievement
   f. ☐ Certificate of Proficiency

8. **GENERAL EDUCATION:** Forms for the appropriate Associate Degree area are available from Instructional Operations. CSU and IGETC requests approved by the Curriculum Committee are submitted each December for review by the specific four-year system office.

   ☐

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a.	Not applicable		
b.	General Education – Associate Degree	Area	Section
c.	General Education – CSU Certification	Area	Section
d.	General Education – IGETC	Area	Section

9. **FOR ARTICULATION OFFICER USE ONLY:**

CSU Articulation Probability ☑Yes ☐No   UC Articulation Probability ☐Yes ☑No
CSU Transfer Probability ☑Yes ☐No   UC Transfer Probability ☐Yes ☑No

cari Obin

_____   _____
Articulation Officer   Date

10. **THIS COURSE MEETS OR EXCEEDS STATE TITLE 5 STANDARDS AND CRITERIA FOR COURSES AND CLASSES (Check one)**

☑ Credit course applicable as units to the associate degree (within degree/certificate requirements or elective toward graduation) – Title 5: Section 55002
☐ Credit course not applicable as units toward an associate degree – Title 5: Section 55002
☐ Basic skills (when designated as non-degree credit; courses in reading, writing, computation, and ESL) – Title 5: 55002/55000(j)
☐ Noncredit course (offered for zero units) – Title 5: Section 55002

11. **Porterville College CROSS-LISTING COLLABORATION AND LETTER OF INTENT**

Cross-listed   ☐ Yes   ☑ No

If yes, please list cross-listed course(s)

The original Letter of Intent, with sign off by the affected department at Porterville, must be included with this proposal. **The Curriculum Committee will not review any proposal that affects any division or department at Porterville unless a completed Letter of Intent is on file.** Please meet and collaborate with the appropriate chair or coordinator when this course modification affects another program or certificate or if this course is to be cross-listed at Porterville.

Date sent   Date returned

Similarity in course content in another department   ☐ Yes   ☑ No

If yes, please list similar course

12. **FOR LEARNING RESOURCES REPRESENTATIVE USE ONLY:**

To assess learning resources support for your course or program, please consult with your departmental liaison librarian to determine the adequacy of the resources available and have the liaison librarian sign below.

☑ Resources Adequate

☐ Resources Require Upgrading
Estimated Costs to Upgrade $_____
Funding Available to Upgrade?   Yes _____   No _____

Christopher Ebert

Oct 20, 2022

_____
Departmental Liaison or Library Chair

_____
Date

13. **STUDENT LEARNING OUTCOMES**

Please meet with the Outcomes Coordinator to submit your SLOs for review and have the Outcomes Coordinator sign below.

Melissa Long

Oct 27, 2022

_____
Outcomes Coordinator

_____
Date

14. **VOTE OF DEPARTMENT**

Indicate the date that the department met to consider the curriculum proposal, the number of full-time faculty members in the department, the number voting and the number absent at the time the vote was taken.

Date of meeting `10/18/2022`   Number of full time members in department `6`

Yes `5`   No `0`   Abstaining `0`   Absent `1`

15. **SIGNATURES**

I have reviewed this form for accuracy and completeness and recommend this course addition.

Elisa Queenan

10/18/2022

_____
Department Chairperson/Coordinator

_____
Date

Osvaldo DuVall

Nov. 7, 2022

_____
Dean

_____
Date

16. **FOR CURRICULUM CHAIR and VP OFFICE USE ONLY:**

STAND-ALONE COURSE APPROVAL

☐ Yes   ☐ No

This course addition meets the state Chancellor's Office regulations and guidelines requiring state approval as a stand-alone course outside of a program.

_____
Curriculum Chair/VP

_____
Date

Curriculum Committee:

Signature: *Christopher Ebert*

Email: christopher.ebert@portervillecollege.edu

Signature: *My*

Email: melissa.long@portervillecollege.edu