

NORTH ORANGE CONTINUING EDUCATION
Curriculum Committee Meeting
October 27, 2020



AGENDA

- I. Call to Order
- II. Roll Call
- III. Reading and Approval of Minutes
- IV. Report of Curriculum Chair
- V. Old Business:

Revised Courses

ABED 105, ABED 110, ABED, 115, ABED 116, ABED 117, BUSN 645, COMP 510, COMP 511, COMP 645, COMP 685, DSSS 110, DSSS 111, DSSS 116, DSSS 117, DSSS 120, DSSS 121, DSSS 122, DSSS 123, DSSS 124, DSSS 125, DSSS 130, DSSS 131, DSSS 132, DSSS 133, DSSS 134, DSSS 135, DSSS 137, DSSS 138, DSSS 140, DSSS 141, DSSS 142, DSSS 143, DSSS 144, DSSS 146, DSSS 147, DSSS 150, DSSS 151, DSSS 152, DSSS 153, DSSS 160, DSSS 161, DSSS 162, DSSS 163, DSSS 164, DSSS 165, DSSS 300, DSS 301, DSSS 302, DSSS 303, DSSS 304, DSSS 305, DSSS 306, DSSS 307, DSSS 308, DSSS 309, DSSS 310, ENCO 200, ENCO 201,ESLA 001, MEDA 141.

- VI. New Business:

Revised Courses

ESLA 001, ESLA 110, ESLA 120, ESLA 159, ESLA 160, ESLA 161, ESLA 162, ESLA 163, ESLA 164, ESLA 169, ESLA 170, ESLA 171, ESLA 172, ESLA 173, ESLA 174, ESLA 180, ESLA 181, ESLA 185, ESLA 186, ESLA 222, ESLA 223, ESLA 225, ESLA 226, ESLA 801, ESLA 802, ESLA 803, ESLA 805, ESLA 808, ESLA 809, ESLA 815, ESLA 1020, ESLA 1025, ESLA 1030, ESLA 1050, ESLA 1052, ESLA 1054, ESLA 1056, ESLA 1060, ESLA 1062, ESLA 1065, ESLA 1067.

- VII. Announcements: Next Curriculum Committee meeting will meet November 10, 2020.
- VIII. Adjournment

Join Zoom Meeting

<https://nocccd-edu.zoom.us/j/98232298760?pwd=bjZVUHpRNElwQVZyempGUEIROFdCQQT09>

Meeting ID: 982 3229 8760

Passcode: 036556

One tap mobile

+16699009128,,98232298760# US (San Jose)

NORTH ORANGE CONTINUING EDUCATION
Curriculum Committee Meeting
October 27, 2020

~~ Revised Courses ~~					
Crs Id	Title	Hours	Course Description	Justification	Effective Term
ESL					
ESLA 001	ESL Learning Center	12-120	The ESL Learning Center offers an opportunity to practice English through various instructional media as well as group learning activities. Students can practice speaking, listening, reading and writing skills. Students can also work on building grammar knowledge, pronunciation ability and vocabulary enhancement. Students can also develop computer skills and reinforce ESL class lessons in the center.	Addition of Distance Education Addendum.	Spring 2021
ESLA 110	ESL Multilevel	36-144	This course is designed for students who want to improve their English skills with lessons and activities appropriate to their language ability. The focus is on English communication in context-specific environments	Addition of Distance Education Addendum.	Spring 2021
ESLA 120	ESL Family Literacy	36-72	This course is designed to improve language and literacy skills for adults whose first language is not English and who are balancing their roles as family and community members. The focus is on English and literacy instruction that addresses the students' family goals and cultural/community-based needs.	Addition of Distance Education Addendum.	Spring 2021
ESLA 159	ESL Fundamentals, Beginning Literacy	168	This course is designed for adult language learners who possess limited to no proficiency in English. Students also may not possess literacy skills in their first language. The class will focus on basic vocabulary in English along with basic writing conventions and pronunciation.	Addition of Distance Education Addendum.	Spring 2021
ESLA 160	ESL Fundamentals, Beginning Low	168	This integrated-skills course focuses on developing beginning-level receptive and productive language skills; the course also emphasizes life skills.	Addition of Distance Education Addendum.	Spring 2021
ESLA 161	ESL Fundamentals, Beginning High	168	The course focuses on developing receptive and productive language skills. Students will acquire grammar, vocabulary and language functions to improve proficiency. The course also emphasizes beginning level life skills.	Addition of Distance Education Addendum.	Spring 2021

NORTH ORANGE CONTINUING EDUCATION
Curriculum Committee Meeting
October 27, 2020

ESLA 162	ESL Fundamentals, Intermediate Low	168	The course focuses on developing intermediate level receptive and productive language skills. Students will acquire grammar, vocabulary and language functions to improve proficiency. The course also emphasizes life skills.	Addition of Distance Education Addendum.	Spring 2021
ESLA 163	ESL Fundamentals, Intermediate High	168	This is a four-skill language course using topics and information sources related to student need. Students will increase their proficiency in reading, writing, listening and speaking by acquiring new vocabulary and applying appropriate grammatical structures. Building language fluency is the focus of the course.	Addition of Distance Education Addendum.	Spring 2021
ESLA 164	ESL Fundamentals, Advanced	168	This is a four-skill language course where students will improve their fluency in speaking, listening, reading and writing based on topics relevant to students' lives, experiences and goals. Grammatical structures will be integrated into language practice activities. Improving accuracy is a focus of the course.	Addition of Distance Education Addendum.	Spring 2021
ESLA 169	ESL and Civics Preparation, Beginning Literacy	84	This competency-based course focuses on both basic language development and an introduction to life skills. Integrated language skills will acquaint students with community resources, the workplace and lifelong learning opportunities.	Addition of Distance Education Addendum.	Spring 2021
ESLA 170	ESL and Civics Education, Beginning Low	84	This competency-based course focuses on both basic language development and life skills. Integrated language skills will help students access community resources, prepare them for the workplace and introduce them to life learning opportunities.	Addition of Distance Education Addendum.	Spring 2021
ESLA 171	ESL and Civics Education, Beginning High	84	This competency-based course focuses on both language development and life skills. Integrated language skills will help students access community resources, prepare them for the workplace and introduce them to life learning opportunities.	Addition of Distance Education Addendum.	Spring 2021
ESLA 172	ESL and Civics Education, Intermediate Low	84	This competency-based course focuses on both language development and life skills. Integrated language skills will help students access community resources, prepare them for the workplace and introduce them to life learning opportunities. Students will also develop critical thinking skills	Addition of Distance Education Addendum.	Spring 2021

NORTH ORANGE CONTINUING EDUCATION
Curriculum Committee Meeting
October 27, 2020

ESLA 173	ESL and Civics Education, Intermediate High	84	This course partners with ESL Fundamentals to complete the Intermediate High level of ESL. In this course, students will apply learned language skills to accessing community resources and being an active community participant. Language acquisition and practice is focused on helping students navigate the many ins and outs of their communities. Civics topics will be chosen each term based on the needs of the students.	Addition of Distance Education Addendum.	Spring 2021
ESLA 174	ESL and Civics Education, Advanced	84	This course partners with ESL Fundamentals to complete the Advanced level of ESL. In this course, students will apply learned language skills to accessing community resources and being an active community participant. Language fluency development is focused on helping students navigate the many ins and outs of their communities. Civics topics will be chosen each term based on the needs of the students	Addition of Distance Education Addendum.	Spring 2021
ESLA 180	ESL Reading Skills, Beginning	36-84	This ESL course emphasizes reading comprehension skills while building vocabulary and critical thinking skills for students who are in beginning low and beginning high level.	Addition of Distance Education Addendum.	Spring 2021
ESLA 181	ESL Reading Skills, Intermediate to Advanced	36-84	This ESL course emphasizes reading comprehension skills while building vocabulary and critical thinking skills for students who are at an intermediate level or higher.	Addition of Distance Education Addendum.	Spring 2021
ESLA 185	ESL Writing Skills, Beginning	36-84	This ESL course will acquaint students with writing skills required to develop basic-level writing techniques by focusing on sentence structure, parts of a sentence, topic sentences, body sentences and concluding sentences.	Addition of Distance Education Addendum.	Spring 2021
ESLA 186	ESL Writing Skills, Intermediate to Advanced	36-84	This ESL course will acquaint intermediate to advanced students with writing techniques by focusing on pre-writing, outlining, drafting, revising and editing	Addition of Distance Education Addendum.	Spring 2021
ESLA 222	ESL Grammar Review, Beginning	36-84	This course will teach the meanings and usages of basic English grammar structures that are frequently used in everyday situations. Students will learn how to apply grammar rules through oral and written communication. This class is designed for ESL students placed in the beginning low and beginning high levels.	Addition of Distance Education Addendum.	Spring 2021

NORTH ORANGE CONTINUING EDUCATION
Curriculum Committee Meeting
October 27, 2020

ESLA 223	ESL Grammar Review, Intermediate to Advanced	36-84	This course will teach the meanings and usages of advanced English grammar structures that are frequently used in everyday situations. Students will learn how to apply grammar rules in oral and written communication. This class supplements core ESL courses and is designed for ESL students placed in the intermediate and advanced levels.	Addition of Distance Education Addendum.	Spring 2021
ESLA 225	ESL Vocabulary Review, Beginning	36	Students will review, expand, and retain basic vocabulary words and phrases organized by commonly used topics. Students will work on using approximately fifteen practical target words per class in oral and written exercises. This course is designed for the ESL students placed in the Beginning Low and Beginning High levels.	Addition of Distance Education Addendum.	Spring 2021
ESLA 226	ESL Vocabulary Review, Intermediate to Advanced	36	Students will review, expand, and retain vocabulary words and phrases organized by commonly used topics. Students will work on using approximately twenty-five practical target words per class in oral and written exercises. This course is designed for the ESL students placed in the Intermediate Low, Intermediate High, and Advanced levels.	Addition of Distance Education Addendum.	Spring 2021
ESLA 801	Computer Skills for ESL, Beginning	36	The course introduces ESL students to hands-on exploration and use of current Microsoft Windows programs. Students will learn basic computer parts, keyboarding, and the basics of MS Word, PowerPoint, MS Publisher, and Excel. Emphasis is on English skills in grammar, vocabulary, writing, speaking, pronunciation, and reading.	Addition of Distance Education Addendum.	Spring 2021
ESLA 802	ESL Pronunciation/ Conversation Skills	36-60	This course is designed for intermediate to advanced ESL learners to improve conversation and pronunciation skills in English. It is recommended that participants have English language skills at a Beginning High level.	Addition of Distance Education Addendum.	Spring 2021

NORTH ORANGE CONTINUING EDUCATION
Curriculum Committee Meeting
October 27, 2020

ESLA 803	Citizenship Preparation	36-60	The course is designed to prepare prospective candidates for the US citizenship process. Students will learn how to complete all required immigration forms and practice the USCIS Citizenship Test by becoming familiar with US history. Students will acquire an understanding of the rights and responsibilities of being a US citizen.	Addition of Distance Education Addendum.	Spring 2021
ESLA 805	Drama for Communication	36-90	This ESL course builds students' reading, speaking, and pronunciation skills in the context of theatrical performances. Students will examine human experiences and cultural norms through imagined roles and expand creative thinking. Students will learn history and terminology of the performing arts and build social skills and confidence necessary for public speaking.	Addition of Distance Education Addendum.	Spring 2021
ESLA 808	ESL Intermediate to Advanced Work Skills	36	This ESL course covers basic job search and workplace survival language skills while building necessary computer and critical thinking skills for students who are at an intermediate level or higher. Students will practice work-related safety standards and procedures and demonstrate effective use of common workplace technology and systems.	Addition of Distance Education Addendum.	Spring 2021
ESLA 809	American Idioms	36	Students will become familiar with American English idioms, their meanings and uses and demonstrate the application of idioms to everyday situations. Students will also learn the skills of deducing the meaning of the new vocabulary from context and sharing their opinions and experiences while practicing the target idioms.	Addition of Distance Education Addendum.	Spring 2021
ESLA 815	Computer Skills for ESL, Intermediate to Advanced	36	Students will enhance their English language skills through challenging computer application tasks using MS Word, PowerPoint, Excel, the Internet, and MS Publisher. Emphasis is on building confidence in independent projects to improve English skills in grammar, vocabulary, writing, and reading. Students will be actively involved in computer projects linking the academic environment with their communities.	Addition of Distance Education Addendum.	Spring 2021

NORTH ORANGE CONTINUING EDUCATION
Curriculum Committee Meeting
October 27, 2020

ESLA 1020	Vocational English-as-a-Second Language: Early Childhood Education	36	This ESL course covers basic English communication skills in a pharmacy setting for students who are at an intermediate ESL level or higher. Students will practice typical in-person and phone conversations with pharmacy customers and co-workers	Addition of Distance Education Addendum.	Spring 2021
ESLA 1025	Vocational English as a Second Language: Pharmacy Technician	36	This ESL course provides students with necessary language skills to succeed in early childhood education (ECE) programs, thereby bridging the gap between standard ESL coursework and ECE coursework. The course also focuses on preparing students to interact in the real world in ECE situations (e.g., parent-teacher conferences).	Addition of Distance Education Addendum.	Spring 2021
ESLA 1030	Vocational English as a Second Language: Administrative Assistant	36	This ESL course provides students with necessary language skills to succeed in the vocational administrative assistant programs, thereby bridging the gap between standard ESL and VESL coursework. The course also focuses on preparing students to interact in real-life office situations.	Addition of Distance Education Addendum.	Spring 2021
ESLA 1050	ESL Workplace Advancement Skills, Beginning	60	This course focuses on introducing ESL students to the workplace discourse system and culture. By improving their communication skills and understanding the United States culture within the workplace, students will become successful employees.	Addition of Distance Education Addendum.	Spring 2021
ESLA 1052	ESL Workforce Readiness Skills, Beginning	60	This course covers basic work skills as well as language skills necessary for intermediate level students to gain employment. Students will identify various job opportunities available in their respective communities and will learn to communicate with employers. In addition, students will gain basic knowledge of office technology.	Addition of Distance Education Addendum.	Spring 2021
ESLA 1054	ESL Workplace Advancement Skills, Intermediate to Advanced	60	This course prepares ESL students at an advanced level for the American workplace. Students will learn American workplace expectations, practice effective business communication including giving presentations and participating in meetings, and identify professional development needs. In addition, students will enhance their computer applications skills by gaining additional experience with Microsoft Office.	Addition of Distance Education Addendum.	Spring 2021

NORTH ORANGE CONTINUING EDUCATION
Curriculum Committee Meeting
October 27, 2020

ESLA 1056	ESL Workforce Readiness Skills, Intermediate to Advanced	60	This course prepares ESL students at an advanced level for the American workforce. Students will plan a career path based on skills and interests. They will also practice all aspects of conducting a job search, perform business communication tasks, and use computers for word processing and internet searches. In addition, students will learn about American workplace values and expectations.	Addition of Distance Education Addendum.	Spring 2021
ESLA 1060	ESL for Academic Success: Reading and Writing I	120	Acquire reading and writing skills for academic success in higher level academic ESL courses, college, high school, GED, or career technical education programs. Students will participate in a variety of writing and reading activities on high-interest academic topics. Skills covered include reading for main ideas/details, sentence patterns and the writing process.	Addition of Distance Education Addendum.	Spring 2021
ESLA 1062	ESL for Academic Success: Listening and Speaking I	120	Acquire listening and speaking skills necessary for academic success in higher level academic ESL courses, college, high school, GED, or career technical education programs. Students will participate in a variety of listening and speaking activities on high-interest academic topics. Skills covered include listening to lectures, note taking, presentation skills and critical thinking.	Addition of Distance Education Addendum.	Spring 2021
ESLA 1065	ESL for Academic Success: Reading and Writing II	180	Acquire reading, writing, note-taking, test-taking, critical thinking, and computer skills necessary for academic success in college, high school, GED, or career technical education programs. Learn American cultural norms in the classroom. Participate in campus life through field trips to local colleges. For intermediate high and advanced level ESL students.	Addition of Distance Education Addendum.	Spring 2021
ESLA 1067	ESL for Academic Success: Listening and Speaking II	180	ESL students will practice the listening and speaking skills needed in a post-secondary academic setting, including listening to academic lectures, taking notes, participating in class discussions, giving presentations, and taking exams. Students will practice the technological skills needed for academic success and experience campus life through field trips to local colleges. For intermediate high and advanced level ESL students.	Addition of Distance Education Addendum.	Spring 2021