



## **SUBSTANTIVE CHANGE PROPOSAL**

Submitted to the Accrediting Commission for Community and Junior Colleges

Cuyamaca College  
Grossmont-Cuyamaca Community College District  
900 Rancho San Diego Parkway  
El Cajon, CA 92019

September 16, 2016

New Educational Proposal:  
Certificate of Achievement (COA) in Viticulture Technician Apprenticeship

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## **A. Description of the Substantive Change**

This Substantive Change Proposal is hereby submitted by Cuyamaca College to the Accrediting Commission for Community and Junior Colleges in support of the establishment of the following new program:

- Certificate of Achievement (COA) in Viticulture Technician Apprenticeship

Cuyamaca College has taken steps to identify the need for this new certificate, and resources are in place for its support.

### **Relationship to the Institution's Mission**

The Viticulture Technician Apprenticeship Certificate of Achievement supports the mission, vision, and values of Cuyamaca College as outlined in the 2010-2016 Strategic Plan. Specifically, the Certificate promotes the College's mission to support student learning in career technical education (CTE) and student success through effective practices in program development and implementation. The COA in Viticulture Technician Apprenticeship reflects a focus on *Economic Development* at Cuyamaca College. One of the College's top priorities is "Economic and Community Development," and the COA in Viticulture Technician Apprenticeship is fully in line with this priority, which states:

*Develop strong and vibrant Career Technical Education partnerships with local business and industry to ensure that college programs meet economic needs of the community.*

The COA in Viticulture Technician Apprenticeship also reflects the Grossmont-Cuyamaca Community College District (GCCCD) Educational Master Plan (EMP), which aligns with the five strategic areas of focus established by the GCCCD Governing Board. The proposed program primarily mirrors the District priority of Economic and Community Development, which is to "*pursue opportunities and partnerships that enhance college programs, promote a vibrant economy and benefit the local community.*"

**B. Description of the Certificate**

Upon completion of the Viticulture Technician Apprentice program, individuals will be prepared to work in the burgeoning viticulture industry in the San Diego region. Graduates will be skilled in the installation and maintenance of vineyards; propagation and harvesting of wine grapes; processing of grapes to produce wine including bottling, wine chemistry, fruit preparation and crushing; maintenance of the winery; retail operations for the winery; and wine knowledge to support customer service.

**Catalog Description**

The catalog description of Viticulture Technician Apprentice is: “This certificate is designed for students participating in the State of California approved Viticulture Technician Apprenticeship Program. The curriculum is required as part of the standards in this industry developed apprenticeship program. Apprentices completing the program will be prepared for employment in all aspects of the viticulture and winery industry.”

Program requirements are as follows:

**Viticulture Technician Apprentice**

**Certificate of Achievement Requirements:**

Course	Title	Units
OH105A	Edibles in Urban Landscapes for Apprentices	1.5
OH120A	Fundamentals of Ornamental Horticulture for Apprentices	3
OH130A	Plant Pest Control for Apprentices	3
OH235A	Principles of Landscape Irrigation for Apprentices	4
Select One:		
OH140A	Soils for Apprentices	3
OH221A	Landscape Construction: Irrigation and Carpentry for Apprentices	3
	Total Required	<hr/> 14.5

## Program Outcomes

Upon successful completion of this program, students will be able to:

1. Understand the basic principles of the growth of plants including cultivated grapes.
2. Understand the basic principles of soil science, soil fertility and water as it applies to plant growth and health of grapes in production.
3. Understand the basic principles of integrated pest management.
4. Identify the principle insect orders.
5. Identify 10 common landscape and vineyard weeds.
6. Understand the basic principles of irrigation system hydraulics in landscapes and vineyards.
7. Understand the basic principles of irrigation design.
8. Demonstrate the basic principles of irrigation construction in landscapes and vineyards.

### Certificate of Achievement Recommended Course Sequence

Requirements	Course	Name	Units	Sequence
Required Core	OH105A	Edibles in Urban Landscapes for Apprentices	1.5	Fall
Required Core	OH120A	Fundamentals of Ornamental Horticulture for Apprentices	3	Fall
Required Core	OH130A	Plant Pest Control for Apprentices	3	Fall
			Semester Total = 7.5	
Required Core	OH235A	Principles of Landscape Irrigation for Apprentices	4	Spring
Required Core	OH140A Or OH221A	Soils for Apprentices Or Irrigation and Carpentry for Apprentices	3	Spring
			Semester Total = 7	
			COA Total = 14.5	

### Catalog Descriptions for Each Course in the Certificate

OH105A: This course is part of a state approved apprenticeship and is open to students accepted into the apprenticeship program. Covers the basics of cultivating edible plants in small scale urban settings, including annual and perennial vegetables as well as shrubs and trees that

produce edible fruit. San Diego's climate allows for the production of many tropical and sub-tropical edibles as well as deciduous trees that require some winter chill. Topics include suitable crops, planting techniques, irrigation, fertilizers, maintenance, pests and diseases, and harvest and storage requirement.

OH120A: This course is part of a state approved apprenticeship and is open to students accepted into the apprenticeship program. Study of plant structure and function. Topics include basic principles of soil science and fertilizer requirements, and the growth of plants in regard to the environmental factors of water, light and temperature. The lab provides an overview of various skills needed in all fields of ornamental horticulture including pruning, basic equipment operation, fertilizer application and general nursery skills.

OH130A: This course is part of a state approved apprenticeship and is open to students accepted into the apprenticeship program. Identification and control of insects, mites, spiders, snails, weeds and diseases that affect ornamental plants with an emphasis on their morphological and phylogenetic relationships, habits, habitats and important characteristics affecting the health of ornamental plants. Control methods will stress integrated pest management.

OH235A: This course is part of a state approved apprenticeship and is open to students accepted into the apprenticeship program. Principles of hydraulics as applied to landscape irrigation systems, including static and dynamic pressures, pipe flows and velocities, pipe sizing, water hammer, pump selection and use. Introduction to system components including valves, backflow prevention devices, controllers and pumps and pipe.

OH140A: This course is part of a state approved apprenticeship and is open to students accepted into the apprenticeship program. Study of soil formation, characteristics, and classification with an emphasis on the management of various soil types with regard to pH, salinity, texture, organic matter control and other variables. The lab will include investigation of soil conditions, problems and management solutions common to soils in Southern California.

OH221A: This course is part of a state approved apprenticeship and is open to students accepted into the apprenticeship program. Study of landscape construction methods and materials. Topics include: irrigation and drainage plan reading, materials and components, installation and construction, installation and troubleshooting of control valves and control clocks; basic materials and methods for construction of decks, overhead structures, wooden fences and gates; code and design requirements for irrigation, drainage and landscape structures.

There are no programmatic admission requirements for the proposed Certificate of Achievement in Viticulture Apprentice Technician. The required courses do not have prerequisites. All courses are existing courses in the Ornamental Horticulture Department. The only exception is that the courses are now designated with an "A" following the course number ("A" for Apprentice). Thus, the Certificate of Achievement

in Viticulture Apprentice Technician represents a “packaging” of existing courses into a focused, meaningful program of study. The COA in Viticulture Apprentice Technician will broaden the depth and breadth of the offerings at Cuyamaca College, adding significantly to the diversity of curricula. Upon ACCJC approval, the program will be added to the College catalog, and the College will begin awarding the certificate.

Learning outcomes will be assessed annually. Faculty members engage in an annual Program Review and Planning process, empowering them to evaluate the state of their discipline. Through this review, faculty members collect and analyze data to accomplish effective planning, continuous quality improvement, and resource allocation. The evaluation is conducted through an assessment of course-level SLOs, which are mapped to Program Learning Outcomes that directly link with Institutional Learning Outcomes. Additionally, the process calls for a combination of self-evaluation and reflection on past accomplishments and future goals, which is followed with peer evaluation by external reviewers to the program or discipline.

The Program Review process is outcomes based, and student learning assessment results are used to arrive at planning and budgeting decisions. In addition, the process provides a structure to foster continuous program improvement, aligned with the discipline, department, unit, and College wide goals. The Program Review process requires disciplines to define or refine student and program-level outcomes, develop interventions to improve retention and graduation rates, while implementing action plans for improvements and linking results to the College’s broader quality assurance efforts. All units in the College complete the annual planning process in which results lead to College wide decision-making, planning and budgeting, and institutional improvements.

At Cuyamaca College, the COA in Viticulture Apprentice Technician falls under the jurisdiction of the division of Career and Technical Education. The process for creating and revising curriculum for the program calls for the chair of the specific department to initiate additions or changes in consultation with the dean; in this case, the chair of Ornamental Horticulture (OH) will oversee the curriculum in consultation

with the division dean. Any changes to the COA in Viticulture Apprentice Technician will be done in consultation with other faculty members in the department and the dean that oversees the department.

The Curriculum Committee reviews course outlines and programs to validate that the College complies with Title 5 and District policies and procedures. The Curriculum Committee reviews each proposal for breadth, depth and rigor, carefully examining the content, objectives and student learning outcomes. Specific criteria include the requirements for assignments, critical thinking activities, required reading, writing, and outside assignments. The course content provides a good indication of the breadth and depth of each course. Students are also required to study and engage in learning activities outside of class time in order to meet the requirements of course rigor. Bloom's Taxonomy is offered as a guide to develop curriculum. Appropriate breadth of programs is assured through the inclusion of general education requirements, including social and behavioral sciences, arts and humanities, language and rationality, and natural sciences. Synthesis of learning is assured through the inclusion of critical thinking in general education and degree requirements, a core set of major requirements and capstone classes.

All courses at Cuyamaca College undergo periodic curriculum review. The Office of Instruction maintains an official *Course Master List* that indicates when courses were originally approved by the Curriculum Committee, the date they were last reviewed by the Curriculum Committee, and the date they were last offered. Courses are reviewed by the Curriculum Committee every time they undergo a modification. Courses must be reviewed on a regular, five-year cycle.

As described more fully in sections F and G below, the COA in Viticulture Apprentice Technician meets all the ACCJC Eligibility Requirements, Accreditation Standards, and Commission policies related to student learning programs, services, and resources. Cuyamaca College has always remained in good standing with ACCJC, with its last full review occurring in October 2013.

### **C. Planning Process for the Degree and Certificate Programs**

The goals and objectives of the Certificate of Achievement in Viticulture Apprentice Technician are directly aligned with Cuyamaca College's mission to support student learning and success in Career and Technical Education. The goals and objectives are directly aligned with Cuyamaca College's vision of "Learning for the Future," as the skill set attained in this career technical program will prepare students for jobs currently in high-demand in the region and imbue in them critical and creative thinking skills to carry them forward through a lifetime of learning and gainful employment. The program is intentionally designed with a low number of units to ensure that students have the opportunity to earn the certificate in one academic year.

The COA in Viticulture Apprentice Technician was developed in collaboration the employer-led Viticulture Technician Apprenticeship Unilateral Training Committee (UTC). The UTC, comprised of local vineyard and winery owners, is responsible for ensuring the program meets the California Division of Apprenticeship requirements for classroom instruction and paid, on-the-job training. In addition to consulting local employers and regional industry advisors, labor market research was conducted. An analysis of awards data on the CCCC DataMart showed that over the five-year period from 2010-11 to 2014-15, five different colleges awarded a total of 307 degrees and certificates in the 0104.00 TOP code. All of the colleges currently offering these certificates and degrees are in northern California. The interest in the certificate has been strong.

The Chair of the Ornamental Horticulture Department at Cuyamaca College began taking initial steps towards developing the Certificate of Achievement (less than 18 units) in 2015-2016, and the idea was proposed in the annual OH Program Review and Planning Report. The concept was wholeheartedly supported. It was determined that a state-approved Certificate of Achievement was justified and would meet student needs. Existing courses that would be included were reviewed and updated. The planning process also ensured that human, physical, technology and financial resources

were available, and that there would be negligible impact on college operations (See E below).

Cuyamaca College is developing a robust marketing plan to increase enrollments in its Ornamental Horticulture programs, including this Viticulture Apprentice Technician Certificate of Achievement. The program overall has seen flat enrollments over the last five years and we are projecting that this new offering will boost overall program enrollments to the FTES supported in earlier years. The marketing, coupled with new enrollment management and counseling support, will result in an equivalent increase in completions for this new Certificate of Achievement.

The Viticulture Apprentice Technician program builds on the existing OH programs at Cuyamaca College in alignment with on-the-job training at regional businesses. Each of the courses in the Certificate is identical to its analogous non-apprenticeship course and will be scheduled in conjunction with those courses. Students in the program will gain a broad base of skills and knowledge in horticulture which will be refined to meet the needs of the employers during their employment.

Cuyamaca College is part of the Grossmont Cuyamaca Community College District (GCCCD) serving the east county region of San Diego. There are currently no other programs in the immediate service area. MiraCosta College does offer some classes in the Viticulture, Enology, and Wine Business (0104.00) TOP code.

When the COA in Viticulture Apprentice Technician is fully established at Cuyamaca College, it is expected that there will be 6 completers each year with a goal to exceed that number significantly. All of the courses in the Certificate are existing courses, and have been offered with regularity.

Cuyamaca College is part of the Grossmont-Cuyamaca Community College District (GCCCD), which serves the East County region of San Diego County. Soon, there will be similar programs offered at all of the community colleges in Region X.

The primary features that make the proposed COA in Viticulture Apprentice Technician unique are:

1. Courses can be feasibly completed in one year.

2. It is focused on on-the-job training in local wineries.
3. There are no similar programs in Southern California.

Internal and external approvals were obtained. The San Diego and Imperial Counties Community College Workforce Development Committee discussed and approved the COA on November 20, 2015. The planning process also consisted of an agenda item discussion at the San Diego Imperial Counties Community College Workforce Development Council on November 20, 2015

<http://myworkforceconnection.org/november-2015-sdic-wdc-meeting>. The Curriculum Committee, Academic Senate, and GCCCD Governing Board approved the COA in Viticulture Apprentice Technician in 2015-2016, and the California Community Colleges approved the COA in Viticulture Apprentice Technician in September 2016. Labor Market Gap Analysis can be found in the Appendix.

The planning process also ensured that human, physical, technology and financial resources were available, and that there would be negligible impact on college operations (See E below).

**E. Evidence of Analysis of Human, Physical, Technology and Financial Resource Needs**

There are sufficient fiscal and physical resources to support and sustain the proposed COA in Viticulture Apprentice Technician. All of the courses are existing in the OH Department, with the exception that the specific courses have an “A” for Apprentice following the course number, and these are attached to the apprenticeship program. It packages existing curriculum into a coherent, focused pattern of study. Additional sections of the course offerings are not planned; thus, human resources are also deemed adequate.

In the development of this degree, the library has certified that additional resources (materials, books, periodicals) are not necessary. Facilities are satisfactory, as well. Since no new sections are planned, current facilities are suitable for supporting and sustaining the proposed program. Moreover, the proposed COA in Viticulture

Apprentice Technician will not impact the institution's budget since it consists of current curriculum and new sections are not planned.

Cuyamaca College assures the quality and integrity of its programs and services by hiring appropriate full-time and part-time personnel sufficiently qualified by education and experience to meet programmatic needs. Minimum qualifications are stated for all faculty and administrators, in keeping with the Minimum Qualifications for Faculty and Administrators in California Community Colleges Handbook.

Instructors avail themselves of the many opportunities for professional development throughout the year. Full-time instructors have the ability to participate in sabbatical leave projects; these contribute to maintenance of high-quality programs and services. Moreover, evaluation of faculty plays an important role in maintaining high quality programs, and the College conducts regular faculty evaluations through a process that includes management, peer, and student components.

Cuyamaca College has qualified instructors to support the proposed COA in Viticulture Apprentice Technician. Cuyamaca College can draw from its surrounding community of which there are sufficient and qualified individuals. In addition, as stated, the program is a packaging of courses currently offered. No new sections are planned; thus, it will not be necessary to conduct a search for additional instructors. The development of future curriculum will be determined by full-time and part-time OH instructors and the CTE dean.

Cuyamaca College meets the varied educational needs of its students through student support services. New students are encouraged to complete an assessment and orientation process to identify their level of Mathematics, English or English as a Second Language preparedness. Following the process, students receive a recommendation on placement level and then meet with counselors and peer advisors who assist them with registration, course selection, and the development of an educational plan.

Cuyamaca College offers support services on campus and online. Student Services are open during regular business hours with early evening hours in major service areas in the "One Stop Center." The One Stop Center houses key programs such

as Admissions & Records, Assessment, Borderless Spaces, CalWORKs, Career Services, Counseling, Disabled Students Programs & Services (DSPS), Extended Opportunity Programs & Services (EOPS), Cooperative Agencies Resources for Education (CARE), Financial Aid, First Year Experience (FYE), Transfer Center and Veterans Affairs. Housing these services in one location provides easy access for students, and allows the various programs to collaborate to achieve exemplary, quality services. The Cuyamaca College Student Center houses Student Affairs, the Associate Student Government, High School and Community Relations, and the Student Health Center. Centrally located, these services are adjacent to the College bookstore and student dining services.

### **Enrollment Data**

Average annual enrollment figures and sections for the related OH courses from Fall 2014 through Spring 2016 appear in the table below:

Course #	Course Title	FY 2014-2015		FY 2015-2016	
		Annual # Sections	Annual Enrollment Total	Annual # Sections	Annual Enrollment Total
OH 105	Edibles in Urban Landscapes	0	0	1	33
OH 120	Fundamentals of Ornamental Horticulture	4	79	3	64
OH 130	Plant Pest Control	2	44	1	18
OH 235	Principles of Landscape Irrigation	2	46	2	39
OH 140	Soils	1	24	1	23
OH 221	Irrigation and Carpentry	0	0	0	0

### **Plan for Monitoring Achievement of Outcomes**

Upon ACCJC approval and activation of the COA in Viticulture Apprentice Technician, learning outcomes will be assessed annually. Each discipline undergoes an annual Program Review and Planning process, empowering instructional faculty

members to evaluate the state of their discipline. Through this review, faculty members collect and analyze data to accomplish effective planning, continuous quality improvement, and resource allocation. The evaluation is conducted through an assessment of course-level SLOs, which are mapped to Program Learning Outcomes that directly link with Institutional Learning Outcomes. Additionally, the process calls for a combination of self-evaluation and reflection on past accomplishments and future goals, which is followed with peer evaluation by external reviewers (members of the Instructional Program Review & Planning Committee).

The Program Review process is outcomes-based, and results are used to arrive at planning and budgeting decisions. In addition, the process provides a structure to foster continuous program improvement, aligned with the discipline, department, division, and College wide goals. The Program Review process requires disciplines to define or refine student and program-level outcomes, develop interventions to improve retention and graduation rates, while implementing action plans for improvements and linking results to the College's broader quality assurance efforts. All units in the College complete the annual planning process in which results lead to College wide decision making, planning and budgeting, and institutional improvements.

The COA in Viticulture Apprentice Technician will be housed in the Career and Technical Education division, and will undergo the comprehensive outcomes assessment and program review process already in place at Cuyamaca College. The first program review will occur in October 2017. The process uses TracDat to enter course and program outcomes assessment and improvement plans.

#### **E. Evidence of Necessary Internal and External Approvals**

All necessary internal and external approvals have been obtained. The Cuyamaca College Curriculum Committee approved the COA in Viticulture Apprentice Technician on February 2, 2016. Following that, the Cuyamaca College Academic Senate approved the addition of the COA in Viticulture Apprentice Technician on February 25, 2016. Then, the Governing Board of the Grossmont-Cuyamaca Community College

District approved the addition of the certificate on March 16, 2016. A link to the official Minutes <http://www.gcccd.edu/governing-board/documents/minutes/2016/03-March%2016,%20Regular%20Meeting%20Minutes.pdf> provides evidence of official approval. Finally, the Chancellor's Office approved the Certificate of Achievement in Viticulture Technician Apprenticeship on September 4, 2016.

**F. Evidence that Eligibility Requirements and Standards Are Met by the Changes**

Cuyamaca College affirms that, with the addition of the COA in Viticulture Apprenticeship Technician, the institution will remain in continued compliance with the Accrediting Commission for Community and Junior Colleges' prescribed eligibility requirements as set forth below:

**1. Authority**

Cuyamaca College is a public, two-year community college authorized to operate as a degree-granting institution by the State of California, the Board of Governors of the California Community Colleges, and the Governing Board of the Grossmont-Cuyamaca Community College District. Cuyamaca College is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges (WASC). There will be no change with the addition of the COA in Viticulture Apprenticeship Technician.

**2. Mission**

The Cuyamaca College Mission defines the institution's broad educational purposes, its intended student population and its commitment to student learning. The College's Mission Statement was most recently revised by the College in spring 2012 and adopted by the Governing Board in July 2012. The proposed COA in Viticulture Apprenticeship Technician is in alignment with the mission of Cuyamaca College.

**3. Governing Board**

A five-member Governing Board elected by the citizens of San Diego’s East County region sets policy and direction and provides leadership for the Grossmont-Cuyamaca Community College District. Each Governing Board member serves a term of four years and terms are staggered to allow for continuity. The Governing Board is an independent policy-making body that approves and oversees the educational mission of the District and the two Colleges. The Governing Board has two non-voting student members, each representing one of the two Colleges in the District. Meetings are held once per month, alternating between Cuyamaca College and Grossmont College. The COA in Viticulture Apprentice Technician will have no impact on the composition or role of the GCCCD Governing Board.

**4. Chief Executive Officer**

Dr. Julianna Barnes serves as the President and Chief Executive Officer (CEO) of Cuyamaca College. Dr. Barnes was hired for this position in September 2015. It is her full-time responsibility to lead and administer the institution, and she reports directly to the Chancellor of the Grossmont-Cuyamaca Community College District, Dr. Cindy L. Miles. She is supportive of the program and acknowledges the value of the program for Cuyamaca College and its surrounding community.

**5. Administrative Capacity**

The institution’s administrative capacity can support this change. The administration at Cuyamaca College consists of:

- President
- Vice President of Instruction
- Vice President of Student Services
- Vice President of Administrative Services
- Three instructional deans (Divisions I, II and III)
- Dean of Counseling
- Dean of Learning and Technology Resources

Assistant Dean, EOPS/CARE  
Associate Dean, Athletics  
Associate Dean, Student Affairs  
Associate Dean, Special Funded Programs  
Director, Financial Aid  
Manager, College Bookstore  
Manager, College Food Services

**6. Operational Status**

Cuyamaca College has been in continuous operation since its founding in 1978. Students actively pursue degree and certificate programs, career and technical education training, basic skills education, and noncredit course offerings. Courses are offered in the traditional classroom setting and distance education modality. Cuyamaca College serves approximately 9,000 students each semester. The addition of the COA in Viticulture Apprentice Technician will likely result in a slight increase in the number of certificates awarded at Cuyamaca College.

**7. Degrees**

Cuyamaca College offers 88 Associate Degree programs and 106 certificates. The College prepares students for transfer to public and private colleges and universities through its academic programs. Students are also better equipped for employment opportunities through its wide variety of vocational training programs. A significant proportion of students are enrolled in programs leading to degrees; 62% of applicants indicate that their primary educational goal is to obtain an Associate Degree or transfer to a four-year institution. The COA in Viticulture Apprentice Technician adds one certificate to the current offerings.

**8. Educational Programs**

All educational programs offered by Cuyamaca College reflect the mission of the institution. They are based on recognized higher education fields of study, are of sufficient content and length, are conducted at levels of quality and rigor

appropriate to the degrees offered, and culminate in identified student outcomes. Distance education courses follow the same approval and evaluation processes as “face-to-face” courses. The COA in Viticulture Apprentice Technician adds opportunities for students and, upon approval, will be included in the catalog along with 106 other certificates and 88 degrees.

**9. Academic Credit**

Cuyamaca College awards credit based on the traditional Carnegie unit, which is the generally accepted standard for degree-granting institutions of higher education. The traditional classroom lecture class requires the equivalent of one hour per week for each semester unit awarded. Laboratory classes require three hours per week for each semester unit awarded. The traditional semester is 16 weeks in length. Cuyamaca College also offers short-term classes throughout the year, including during intersession, as well as during the summer, when four, six, or eight week sessions are offered.

**10. Student Learning and Achievement**

Cuyamaca College identifies Student Learning Outcomes for courses, programs, certificates, and degrees, assesses student achievement of those outcomes, and uses assessment results to make improvements. The same Student Learning Outcomes are in place, regardless of the mode of instruction. Student learning outcomes are evaluated each year in either annual program review updates or the comprehensive program review. The description of the COA in Viticulture Apprentice Technician including program outcomes will be published in the College catalog, pending ACCJC approval. The chair of the OH Department will monitor achievement of outcomes through the established processes.

**11. General Education**

Cuyamaca College incorporates into all of its degree programs a substantial component of general education designed to ensure breadth of knowledge and promote intellectual inquiry. A minimum of 22 semester units in general education is required for all degrees except Transfer degrees. The GE component includes demonstrated competence in writing and computational skills, an introduction to some major areas of knowledge, and several additional competencies. Courses submitted for GE are closely scrutinized by the Curriculum Committee, and are consistent with levels of quality and rigor appropriate to higher education. All general education courses have identified student learning outcomes, which are assessed. The courses in the COA in Viticulture Apprenticeship Technician are not general education courses.

**12. Academic Freedom**

Board Policy 4030 on Academic Freedom states, “The Board shall promote public understanding and support of academic freedom for the implementation of the educational philosophy of Grossmont-Cuyamaca Community College District. Academic freedom is fundamental for the protection of the rights of the instructor in teaching, and of the student in freedom in learning. It carries with it duties correlative with rights.” The College maintains an atmosphere in which intellectual freedom and independence exist. The Board Policy on academic freedom will not change in any way due to the addition of the COA in Viticulture Apprenticeship Technician. Program faculty and students will be afforded the same protection under this policy as all others.

**13. Faculty**

Cuyamaca College has a substantial core of qualified faculty with full-time responsibility to the institution. The core is sufficient in size and experience to support all of the institution’s educational programs. Full-time faculty are represented in comparable numbers in all modes of instruction. Faculty

responsibilities include the development and review of curriculum as stated in the American Federation of Teachers contract, the Academic Senate's roles and responsibilities, and faculty job descriptions. The Curriculum Committee is under the purview of the Academic Senate and its co-chair is a faculty member. A faculty member also serves as the Student Learning Outcomes Coordinator. Faculty are responsible for curriculum development and are responsible for defining and assessing SLOs.

**14. Student Services**

Cuyamaca College provides a wide array of programs and services that support student learning and development within the context of the institutional mission. These include Admissions & Records, Counseling, Financial Aid, CalWORKs, Extended Opportunity Programs and Services (EOPS), Cooperative Resources for Education (CARE), and Disabled Students Programs and Services (DSPS). A Tutoring Center, Academic Resource Center, High Tech Center for the Disabled, and STEM Achievement Center provide for support for student learning. The entire student pathway through the institutional experience is characterized by a concern for student access, progress, learning, and success.

**15. Admissions**

In keeping with Title 5 and District policies, Cuyamaca College admission policies and practices are consistent with its mission. These guidelines are stated on the College website as well as in the College catalog. The new COA in Viticulture Apprentice Technician will reflect admission policies.

**16. Information and Learning Resources**

Cuyamaca College provides access to information and resources to support student learning and enhance the mission and instructional programs. Learning resources include a library collection, computer laboratories, Instructional Media

Services, Tutoring/Learning Centers, and a variety of library services. The same information and resources are available to students, regardless of the format or location of the program.

**17. Financial Resources**

In conjunction with the Grossmont-Cuyamaca Community College District, Cuyamaca College has a funding base, financial resources, and plans for financial development adequate to support student learning programs and services. Cuyamaca College has a set of well-defined guidelines and processes for financial planning and budget development based on the mission, values, and goals of the College. Budget goals and priorities are developed and updated annually through a shared governance process. Cuyamaca College has remained fiscally stable throughout the last few years of budget reductions in the California Community College system, with adequate resources to support a comprehensive offering of programs and services, including the proposed COA Viticulture Apprentice Technician.

**18. Financial Accountability**

Cuyamaca College undergoes an annual external financial audit by a certified public accountant as part of the District audit. Annually, Cuyamaca College submits with its ACCJC eligibility application a copy of the budget and institutional financial audits and management letters prepared by an outside certified public accountant that has no other relationship to the institution. Every year, the District receives unqualified audits on its financial statements and federal and state compliance audits. All audits are available to the public on the District Website.

**19. Institutional Planning and Evaluation**

Cuyamaca College has a clearly defined and systematic cycle of evaluation, integrated Program Review and Planning, resource allocation, implementation, and re-evaluation. The Program Review and Planning process is integrated with the College and District Strategic Plans, and it provides substantial data upon which annual budget decisions are based. The College develops goals and annually assesses progress toward these goals through the measurement of Key Performance Indicators (KPIs). Based on these assessments, decisions regarding improvements are made to achieve continuous quality improvement. The COA in Viticulture Technician Apprenticeship will be included in established planning and evaluation processes.

**20. Integrity in Communication with the Public**

Cuyamaca College provides a catalog, both printed and electronic, and strives to ensure the information is precise, accurate, and current. The Cuyamaca College catalog is updated and published on an annual basis. The catalog includes the College mission, academic calendar, College and District administration and faculty, including their degrees, names of the Governing Board members, College history and vision, academic policies, Associate Degree and certificate programs, individual course descriptions, and General Education, degree, and transfer information. In addition the College publishes its schedule of course offerings in electronic form every semester. Upon approval by the ACCJAC, the COA in Viticulture Apprenticeship Technician will be included in the catalog and contain all the pertinent information the public and prospective students need to learn about it.

**21. Integrity in Relations with the Accrediting Commission**

Cuyamaca College adheres to the eligibility requirements, standards, and policies of the Accrediting Commission for Community and Junior Colleges (ACCJC). Cuyamaca College describes itself in identical terms to all its accrediting

agencies, communicates any changes in its accredited status, and agrees to disclose information required by the Commission to carry out its accrediting responsibilities. A statement of Accreditation for Cuyamaca College appears in its catalog and on the College website. The Commission is being notified of the proposed COA in Viticulture Apprentice Technician through this substantive change proposal, as directed by the commission staff.

**G. Evidence that Accreditation Standards Will be Fulfilled**

**Standard I. Institutional Mission and Effectiveness**

**A. Mission**

Cuyamaca College's Mission Statement defines the College's educational purposes, intended student population, and commitment to student learning. The mission is the foundation for institutional planning and decision making, and drives high expectations about student learning at the College. The proposed COA in Viticulture Apprentice Technician clearly fall within the scope of the mission, and is in direct response to the needs of students.

**B. Improving Institutional Effectiveness**

The Cuyamaca College Council is responsible for the ongoing and systematic cycle of evaluation, integrated planning, resource allocation, implementation and re-evaluation. Key processes and allocation of resources to effectively support student learning are well-organized. The model integrates effective approaches to ensure proficiency in achieving a continuous improvement cycle of evaluation, integrated planning, resource allocation, implementation and re-evaluation. Assessment and improvement plans are recorded in TracDat and utilized in program reviews, as well as in department dialogue on quality and improvement. Data is evaluated to identify annual and long term priorities and goals. The COA in Viticulture Apprentice Technician will undergo the same processes.

## **Standard II. Student Learning Programs and Services**

### **A. Instructional Programs**

Cuyamaca College offers high quality instructional programs, consistent with its mission, vision, and shared values, that meet the needs of a diverse community. All programs have established procedures that assure ongoing and systematic review of their relevance, appropriateness, achievement of the learning outcomes, currency, and future needs. Faculty expertise is relied on to identify and measure student learning through outcomes assessment. The College provides clear and accurate information in its catalog and website about educational course, programs, certificates, and degrees that includes student learning outcomes. The College adheres to and makes public all board policies that assure the integrity of the teaching and learning process. The COA in Viticulture Apprenticeship Technician meets this standard by complying with all quality assurance requirements. Student learning outcomes have been identified, and the assessment cycle will begin upon ACCJC approval.

### **B. Student Support Services**

Cuyamaca College recruits and admits diverse students who are able to benefit from its programs, consistent with its mission. Student support services address the identified needs of students and enhance a supportive learning environment. The entire student pathway through the institutional experience is characterized by a concern for student access, progress, learning and success. All student services programs have defined outcomes that are regularly and systematically evaluated for improvement using Student Learning Outcomes, faculty and staff input, and other appropriate measures.

### **C. Library and Learning Support Services**

Cuyamaca College supports the quality of its instructional programs by providing a variety of learning support services to its students. These services are housed in the Learning and Technology Resource Center (LTRC), online, and in other learning centers on campus. Library and learning support services are sufficient to support the College's instructional programs and other activities. Library and learning support services have defined outcomes that are regularly evaluated for improvement.

### **Standard III. Resources**

#### **A. Human Resources**

Cuyamaca College employs qualified faculty, staff and administrators to support student learning and services and improve institutional effectiveness. The College uses recruiting and hiring processes for all faculty and staff to ensure that employees meet minimum qualifications for education and experience. College employees are regularly evaluated to ensure effectiveness and nurture improvement. Employees involved in the COA in Viticulture Apprentice Technician will be held to the same standards, regulations and processes in place to ensure quality, professional ethics, and integrity.

#### **B. Physical Resources**

Cuyamaca College provides sufficient and safe physical resources to support and assure the quality of its programs. The COA in Viticulture Apprentice Technician will utilize existing space on campus. Additional physical resources, i.e. classroom or laboratory space, will not be necessary, as there are no new courses or sections being added. All courses are existing and offered on a regular basis.

#### **C. Technology Resources**

Technology resources at Cuyamaca College are used to support student learning programs and services and to improve institutional effectiveness. Technology planning is integrated with institutional planning. Cuyamaca College is committed to providing students, faculty, and staff with the latest and most effective technology through a comprehensive process of planning, implementation, and support. Technology processes and procedures are designed to enhance and support the College's mission, operation, and effectiveness. Responsibility for these processes lies with shared governance committees. Additional technology will not be necessary to implement the COA in Viticulture Apprentice Technician at Cuyamaca College.

**D. Financial Resources**

Financial resources are sufficient to support student learning programs and services and to improve institutional effectiveness at Cuyamaca College. Cuyamaca College maintains financial solvency through its planning processes and Strategic Plan that initially concentrates on fixed expenses, setting aside a 5% contingency reserve. Within the planning context, additional funds are used to increase the number of faculty and classified positions to support instruction, student services, infrastructure technology needs, and adequate facilities. Financial planning at Cuyamaca College is fully integrated with institutional planning. The College takes a conservative approach to budget allocation, relying on sources from general and categorical funds. Following comprehensive dialogue and strategic planning through a realistic needs analysis, priorities are identified and decisions reached. A baseline approach forecasts future projections, and all new requests must support the College mission, with approval from Program Review committees. The distribution of resources supports the development, maintenance, and enhancement of programs and services. The budget of the COA in Viticulture Apprentice Technician will be monitored through established processes.

## **Standard IV. Leadership and Governance**

### **A. Decision Making Roles and Process**

Cuyamaca College fully embraces the concept of shared governance, comprised of staff, faculty, administrators, and students in the decision-making process. The shared governance process allows the institution to effectively identify its values and establish goals in a cycle of continuous quality improvement. The faculty, in particular, have a leadership role in developing recommendations about student learning programs and services. Cuyamaca College strives to maintain the highest standards of honesty and integrity. College programs and departments regularly undergo financial audits, compliance reviews, and accreditations. Federal and state agencies regularly conduct compliance reviews of academic and student services programs and departments. The role of leadership and the institution's governance and decision-making structures and processes are regularly evaluated to assure their integrity and effectiveness. The institution widely communicates the results of these evaluations and uses them as the basis for improvement. The COA in Viticulture Apprentice Technician has been approved at all levels, including Curriculum Committee, Academic Senate, Governing Board of the GCCCD, and the California Community College Chancellor's Office.

### **B. Board and Administrative Organization**

The Governing Board of the GCCCD is an elected body that advocates for and supports Cuyamaca College in its policy decision making. The Governing Board engages in ongoing discussion to act as a whole in reaching any decision. A majority vote of its five members will designate approval, except when two-thirds vote is required under special circumstances. The Governing Board President speaks to the media on behalf of the Governing Board. Individual Governing Board members are involved with community service clubs, Chambers

of Commerce, and other community groups and forums. The Governing Board works closely with the GCCCD Chancellor in carrying out the district and college mission, ensuring educational quality, and maintaining financial integrity. The Board holds public meetings once a month, with special meetings held as needed. The Board participates in self-evaluation annually, as well as annual evaluation of top leadership positions. The COA in Viticulture Apprentice Technician will comply with all established Board policies and procedures.

### **Relevant Commission Policies**

Cuyamaca College remains compliant with all ACCJC Commission Policies as listed in the Accreditation Reference Handbook. The addition of the COA in Viticulture Apprentice Technician relates only to the ACCJC Policy on Substantive Change, as it adds a new program that is a significant departure from existing offerings when the institution was last evaluated in 2013.

# APPENDIX

## 1. Catalog Information, COA in Viticulture Technician Apprentice

### VITICULTURE TECHNICIAN APPRENTICE CERTIFICATE OF ACHIEVEMENT

This certificate is designed for students participating in the State of California approved Viticulture Technician Apprenticeship Program. The curriculum is required as part of the standards in this industry developed apprenticeship program. Apprentices completing the program will be prepared for employment in all aspects of the viticulture and winery industries.

#### **Program Learning Outcomes**

Upon successful completion of this certificate, students will be able to:

- Understand the basic principles of the growth of plants including cultivated grapes.
- Understand the basic principles of soil science, soil fertility and water as it applies to plant growth and health of grapes in production.
- Understand the basic principles of integrated pest management.
- Identify the principle insect orders.
- Identify 10 common landscape and vineyard weeds.
- Understand the basic principles of irrigation system hydraulics in landscapes and vineyards.
- Understand the basic principles of irrigation design.
- Demonstrate the basic principles of irrigation construction in landscapes and vineyards.

#### **Career Opportunities**

Tasting Room Management  
Vineyard Design & Installation  
Vineyard Maintenance Technician  
Vineyard Management  
Wine Cellar Assistant  
Wine Cellar Master  
Wine Steward  
Winemaker  
Winery Production Management

**Certificate Requirements**

<i>Course</i>	<i>Title</i>	<i>Units</i>
OH 105A	Edibles in Urban Landscapes for Apprentices	1.5
OH 120A	Fundamentals of Ornamental Horticulture for Apprentices	3
OH 130A	Plant Pest Control for Apprentices	3
OH 235A	Principles of Landscape Irrigation for Apprentices	<u>4</u>
		11.5
<b>Select one of the following:</b>		
OH 140A	Soils for Apprentices	3
OH 221A	Landscape Construction: Irrigation and Carpentry for Apprentices	<u>3</u>
		3
	Total Required	14.5

2. Minutes, Curriculum Committee, February 2, 2016

**CURRICULUM, GENERAL EDUCATION AND ACADEMIC  
POLICIES AND PROCEDURES COMMITTEE**

Minutes of February 2, 2016

CO-CHAIRS:  Chuck Charter,  Wei Zhou

MEMBERS:  Bryan Elliott,  Rachel Jacob-Almeida,  Laurie LeBlanc,  Sarah Martin,  Brad McCombs,  Teresa McNeil,  Pat Setzer,  Osvaldo Torres,  Kristin Zink

EX-OFFICIO:  Kate Alder (by phone),  Scott Herrin,  Nicole Jones

RECORDER: Julie Kahler

GUESTS: Donna Riley, Pat Thiss, Ryan Shumaker, Guillermo Colls

APPROVAL OF MINUTES of December 1, 2015: *Setzer/Torres* to approve: 8 Yes, 0 No, 0 Abstentions.

ACTION ITEMS: Adoption of the Consent Calendar:

- ♦ **CHEM 102:** Modification
- ♦ **CIS 105:** Modification
- ♦ **COUN 101:** Modification
- ♦ **IS 198:** Modification
- ♦ **MATH 096:** Modification
- ♦ **OH 105A, 120A, 130A, 140A, 221A, 235A:** Additions, Assign to Disciplines

**Viticulture Technician Apprentice:** Addition

*Zink/McNeil* to approve the Consent Calendar: 8 Yes, 0 No, 0 Abstentions.

INFORMATION ITEMS:

- ♦ **BOT 119:** Addition, Assign to Discipline

**Business Information Worker:** Addition

Alignment of BOT 119 for both colleges was discussed, and the need for the alignment form prior to approval. GC has initiated the alignment form.

The title of the certificate was discussed. Kate Alder advised the committee that this title is used statewide.

- ♦ **CIS 205, 207, 208, 209, 262:** Modifications, Content Review

Review of modifications and content review.

- ♦ **ENGL 099:** Modification

Update from 6 to 5 units. Discussion of the process of submittal to state and control number for apportionment in time for fall schedule.

- ♦ **ES 249:** Modification

This out-of-season conditioning course for athletics was discussed. The variable units and hours on the proposal are flexible to match the different sports. The department needs a curricular vehicle to stay within the Title 5 state apportionment of 350 hours, 175 hours for the sport and conditioning courses.

- ♦ **ESL 096, 100, 100R, 103, 106, 119:** Modifications

The title revisions are being made so that the use of the Roman numerals I through VII will be in the correct sequence. New alignment forms will be initiated by Guillermo Colls, which will be needed prior to approval.

- ♦ **RELG 170 (formerly 215):** Modification

The course number change was discussed.

Other:

- ♦ The curriculum committee needs two more members to fill openings, one from MSE and one Faculty Member at Large.
- ♦ The State Chancellor's office has requested, and it was agreed, that the CORs will be in a 12-point font.
- ♦ To coordinate the May 2016 Board Packet timeline with the Academic Senate and the Governing Board, March 28, 2016 is the last day to submit curriculum for the May 2016 meeting

3. Minutes, Academic Senate, February 25, 2016



• A C A D E M I C • S E N A T E •  
**AGENDA**

Thursday, February 25, 2016  
2:00 – 3:45 p.m.  
Room E – 106

- I. APPROVAL OF MINUTES** 5 minutes
- II. PRESIDENT’S REPORT** 25 minutes
- A. **Announcements** – Information will be provided about upcoming events and activities.
  - B. **District & College Council Updates** – Updates will be given on discussions and actions taken at recent District & College Council Meetings.
  - C. **GCCCD Governing Board Meeting** – A summary of actions taken at the February 16<sup>th</sup> Governing Board meeting will be provided.
  - D. **Spring Elections** – Angela Nesta, Elections Coordinator, will give an update on the Academic Senate Spring Elections
- III. Vice President’s Report** 5 minutes
- A. SOC Committee Appointments –Paul Carmona, Academic Senate Vice President, will report on new faculty appointments to committees.
- IV. Part Time Officer at Large Report** 5 minutes
- A. Seth Slater, Part Time Officer-at-Large, will provide information on issues and activities of interest to part time faculty.
- IV. COMMITTEE REPORTS** 15 minutes
- A. **Diversity, Equity, and Inclusion Committee**– Moriah Gonzalez Meek, faculty tri-chair of the DEI committee, will provide information on various projects and activities sponsored by the committee.
  - B. **Sustainability Working Group** – Randy Clark, Interim Director of Facilities Planning and Development, will share with Senators draft Board and Administrative Policies that speak to the GCCCD sustainability program.
- V. ACTION** 15 minutes

- A. **Curriculum Board Packet** – The Senate will entertain a motion to approve the Curriculum Board Packet that will go to the Governing Board for approval at the March meeting.

**VI. INFORMATION**

30 minutes

- A. **Compressed Calendar** – Alicia Muñoz will provide information on the proposal to implement the Compressed Calendar in GCCCD.
- B. **Black Student Union**– Brandon Williams, part time counselor, will provide information to the Senate on the new formed student organization, the Black Student Union.

**VII. Announcements/Public Comments**

5 minutes

4. Minutes, Governing Board Meeting, Grossmont-Cuyamaca Community College District, March 16, 2016:  
<http://www.gcccd.edu/governing-board/documents/minutes/2016/03-March%2016,%20Regular%20Meeting%20Minutes.pdf>
  
5. Approval Letter, California Division of Apprenticeship Standards (see next page).

DEPARTMENT OF INDUSTRIAL RELATIONS  
DIVISION OF APPRENTICESHIP STANDARDS  
455 Golden Gate Avenue, 9th Floor San Francisco, CA 94102  
Tel: (415) 703-4920  
Fax: (415) 703-5477



www.dir.ca.gov  
ADDRESS REPLY TO:  
Div. of Apprenticeship Standards  
P.O. Box 420603  
San Francisco, CA 94142-0603

May 5, 2016

File #05211

San Diego Viticulture Technician  
Apprenticeship Unilateral Training Committee  
Ms. Linda McWilliams, Owner  
C/o Cuyamaca Community College Ornamental Horticulture Department-Room M108  
900 Rancho San Diego Parkway El Cajon, CA 92019

Re: Approval of Apprenticeship Program Dear Ms. McWilliams:

Congratulations! Enclosed are your Apprenticeship Standards for the occupation of Viticulture Technician, granted approval to operate in accordance with California Code of Regulations (C.C.R.), Article 2, Section 212. Please retain these documents in your files and refer to the above DAS File when corresponding with the Division of Apprenticeship Standards (DAS).

If any of your apprentices are veterans, they may be able to collect on their Montgomery GI Bill benefits. Please contact the California Department of Veterans Affairs (CDVA) at (916) 651-5031 to check eligibility and get your facility approved for the training of veterans. You will need to send copies of the DAS Standards and Addendum to the CDVA, the office address is: 1227 O Street, Sacramento, CA 95814. If you have any questions, please contact your DAS Consultant.

If your program is interested in receiving funds from the Workforce Investment and Opportunities Act (WIOA) you must complete the application form in order to be placed on the Eligible Training Provider List (ETPL). You may request this form from your District Office.

I wish you success with this apprenticeship program. If at any time our office can be of assistance, please contact your local consultant, Victor Rodriguez in your district office or email [VRodriguez@www.ca.dir.gov](mailto:VRodriguez@www.ca.dir.gov).

Sincerely,

Diane Ravnik, Chief  
Division of Apprenticeship Standards

Enclosures cc:

File  
San Diego District Office

6. Approval Letter, Approval Letter, COA in Viticulture Technician, California Community Colleges, September 4, 2016

**STATE OF CALIFORNIA  
CALIFORNIA COMMUNITY COLLEGES  
CHANCELLOR'S OFFICE**

1102 Q Street  
Sacramento, Ca 95811-6549  
(916) 445-8752  
<http://www.cccco.edu>  
09/04/2016

Admin, CUYAMACA  
College CIO  
CUYAMACA

Cuyamaca College 900 Rancho San Diego Parkway El Cajon, CA 92019

Dear Colleague:

In compliance with California Education Code section 70901 and California Code of Regulations, Title 5, Subchapter 2.

Approval by the Chancellor, the California Community Colleges Chancellor's Office Academic Affairs Division has reviewed and approved the following instructional program:

**CURRICULUM INVENTORY RECORD**

**College:** 021

**Credit Status:** Credit

**Program Title:** Viticulture Technician Apprentice

**Program Award:** Certificate of Achievement: 12 to fewer than 18 semester (or 18 to fewer than 27 quarter) units

**Program Control Number:** 35240

**TOP Code:** 010400

**Program Goal(s):** Career Technical Education (CTE)

For a program to be recognized by the U.S. Department of Education, the Accrediting Commission for Community and Junior

Colleges/Western Association of Schools and Colleges (ACCJC/WASC) must approve the program as a substantive change.

Once a program is approved by the California Community Colleges Chancellor's Office (CCCCO), colleges must follow the steps outlined in the ACCJC Manual ([www.accjc.org](http://www.accjc.org)). Please note: colleges are not eligible to collect state apportionment or federal support for granting this award without first receiving approval from the Chancellor's Office and the ACCJC.

For questions regarding this review please submit your written inquiry to [curriculum@cccco.edu](mailto:curriculum@cccco.edu).

Sincerely,

Academic Affairs Division

California Community Colleges Chancellor's Office

## 7. Labor Market Information

According to the California EDD website there are 91 job openings projected each year for the period from 2012-22 in San Diego County. The Viticulture, Enology, and Wine Business TOP code does not map directly to a specific SOC code therefore some of these projections will likely be in other related industries. Regional industry associations have indicated that there is a labor market demand for a wide variety of positions including Tasting Room Management, Vineyard Design & Installation, Vineyard Maintenance Technician, Vineyard Management, Wine Cellar Assistant, Wine Cellar Master, Wine Steward, Winemaker, and Winery Production Management.

<b>Projections of Employment by Occupation, 2012 - 2022</b>				
<b>Occupations Matched to Top Code(s):</b>		<b>Geography:</b> San Diego County		
010400 <i>Viticulture, Enology, and Wine Business</i>		<b>Counties:</b> San Diego County		
Annual Job Openings by Occupation				
<b>SOC Code</b>	<b>Occupation Title (Link to Occupation Profile)</b>	<b>2012 Employment</b>	<b>Annual Job Openings<sup>1</sup></b>	
119013	<a href="#">Farmers, Ranchers, and Other Agricultural Managers</a>	5,220	84	
451011	<a href="#">First-Line Supervisors/Managers of Farming, Fishing, and Forestry Workers</a>	320	7	
<b>Total</b>		<b>5,540</b>	<b>91</b>	
Table Generated on 11/22/2015 11:38:35 PM from <a href="http://www.labormarketinfo.edd.ca.gov/commcolleges/Projections.asp">http://www.labormarketinfo.edd.ca.gov/commcolleges/Projections.asp</a>				
<sup>1</sup> Total Job Openings are the sum of new jobs from growth plus net replacements. Annual job openings are total job openings divided by the number of years in the projection period.				

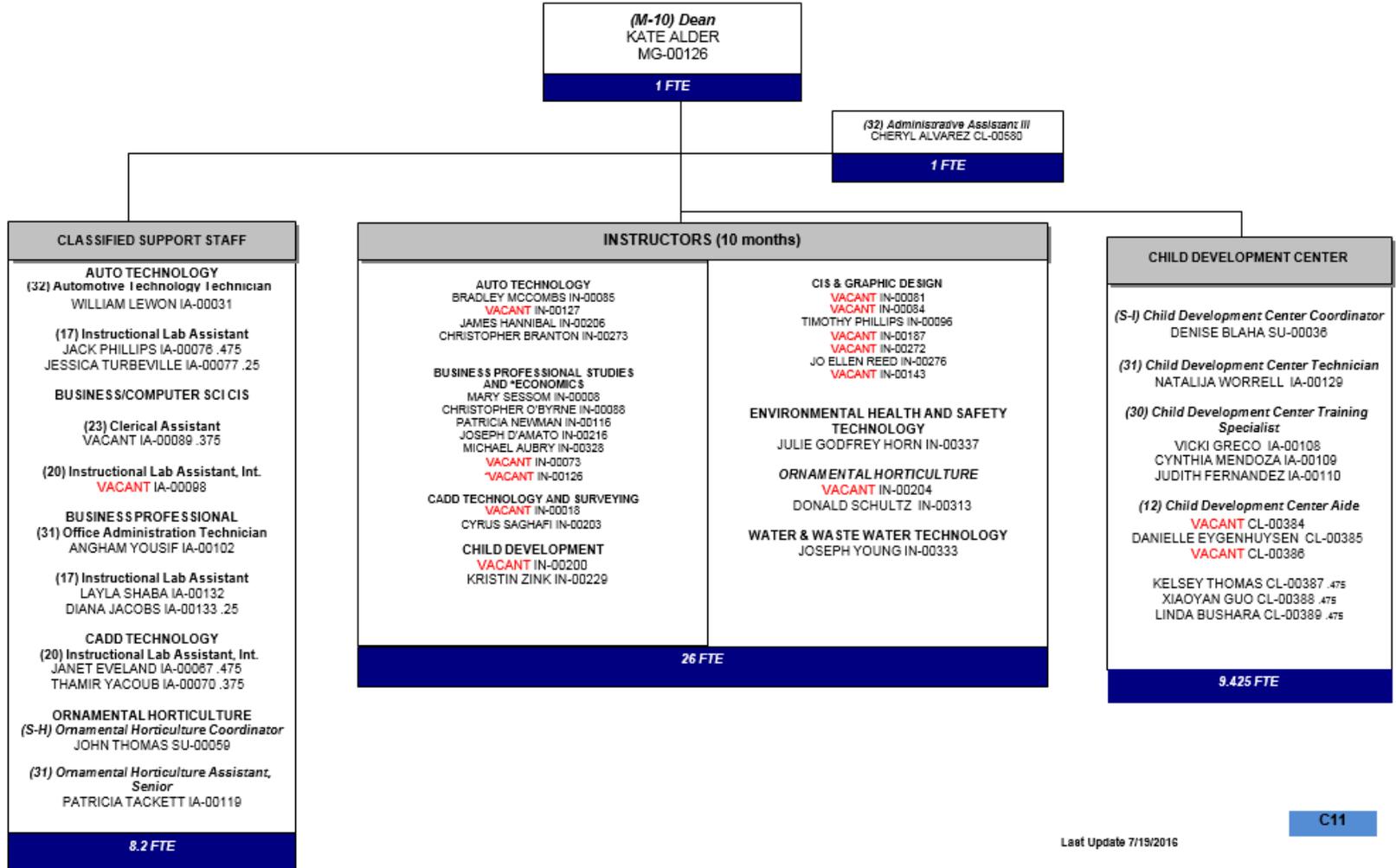
Awards data from the California Community Colleges Chancellor's Office Data Mart for the most recent five academic years show programs in five colleges; none of those colleges is located in the San Diego region.

California Community Colleges Chancellor's Office: Program Awards Summary Report					
	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015
<b>TOTAL</b>	<b>64</b>	<b>70</b>	<b>45</b>	<b>66</b>	<b>62</b>
<b>AVERAGE</b>	<b>13</b>	<b>14</b>	<b>9</b>	<b>13</b>	<b>12</b>
<b>1. Allan Hancock CCD Total</b>	<b>4</b>	<b>6</b>	<b>2</b>	<b>9</b>	<b>11</b>

2.	<b>Chabot-Las Positas CCD Total</b>	1	1		2	5
3.	<b>Napa CCD Total</b>	21	30	19	21	25
4.	<b>Shasta Tehama CCD Total</b>	2	1		2	
5.	<b>Sonoma CCD Total</b>	36	32	24	32	21
Report Run Date As Of : 11/22/2015 11:14:05 PM						

8. Organizational Chart, Division of Career and Technical Education; see following page.

**CUYAMACA COLLEGE-DEAN, CAREER & TECHNICAL EDUCATION**



C11

Last Update 7/19/2016

FTE = Full-time Equivalent  
ADJ FTE = Full-time Equivalent of Adjunct Faculty  
\* Categorically Funded