



SUBSTANTIVE CHANGE PROPOSAL DISTANCE LEARNING

San Diego Mesa College
7250 Mesa College Drive
San Diego, California 92111

May 5, 2010

Submitted by:
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To:
Accrediting Commission for Community and Junior Colleges,
Western Association of Schools and Colleges

CERTIFICATION OF THE SUBSTANTIVE CHANGE PROPOSAL

DATE: May 5, 2010

TO: Accrediting Commission for Community Colleges and Junior Colleges
Western Association of Schools and Colleges

FROM: San Diego Mesa College

This Substantive Change Proposal is submitted in accordance with guidelines set by the Accrediting Commission for Community Colleges and Junior Colleges, Western Association of Schools and Colleges. We certify that this Substantive Change Proposal accurately reflects the status of distance education at San Diego Mesa College.

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Participant List

The following San Diego Mesa College campus/district community members participated in the research, discussion, and preparation of this proposal. In addition, this proposal was presented during the campus-wide accreditation forum on April 20, 2010. The final draft was presented to the President's Cabinet on April 27, 2010, where all campus governance groups are represented. The President's Cabinet approval of the proposal was received April 29, 2010. The final version will be uploaded to the College website May 2010.

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A. Description of Proposed Change and Justification

Description

As an update to the 2007 proposal, this Substantive Change Proposal is to report the 40 associate degrees and 31 certificates in which 50% or more of the courses are offered through the distance education mode. The proposal also provides an update to the College's previously approved General Education (GE) program through the distance education mode.

The complete list of Associate Degrees and Certificates offered through the distance education mode are included in Appendix B.

Relationship to Institutional Mission

The mission of San Diego Mesa College (Mesa) is to “inspire and enable student success in an environment that is strengthened by diversity, is responsive to our communities, and fosters scholarship, leadership and responsibility.” (Mesa website: <http://www.sdmesa.edu/mission-statement/index.cfm>) Based on this mission, the College identified as one of its four primary goals to “provide a learning environment that maximizes student access...” (Mesa website: <http://www.sdmesa.edu/mission-statement/index.cfm>) Many Mesa students find that the distance education delivery method meets their needs better than on-campus courses as they attempt to balance work, military duty, parenting obligations and physical disabilities which limit their mobility. Mesa has offered courses through the distance education mode for over nine years and has also developed a comprehensive array of instructional and student support services available in a distance education format. Concurrently, the college has developed the processes to monitor, evaluate, and improve the quality of distance education instruction and service.

Rationale for Change

As part of Mesa's institutional evaluation, planning, and improvement cycle, the College conducted a review of its course and program offerings in the fall of 2009, including courses approved to be offered via distance education. This review revealed that the number of courses approved to be offered through this mode had grown significantly since 2007. Given the results, it appeared likely that the number of Mesa degree and certificate programs that could be completed with 50% or more courses offered in a distance education mode had also increased.

In light of these considerations, Mesa conducted an analysis of its courses and programs in respect to distance education offerings using three different sources of data:

1. The 2009-2010 Mesa Catalog, which details all curricular requirements for Mesa's certificate and degree programs, and;

2. The San Diego Community College District (SDCCD) CurricUNET database, which lists all active Mesa courses approved to be offered through the distance education mode, and;
3. The SDCCD list of Distance Education approved courses as found on the District Instructional website <http://instsrv.sdccd.edu/curriculum.html>, refer to “Distance Education Courses-Approved List”.

Using this information, each Mesa degree and certificate program was analyzed to determine if 50% or more of the program could be completed using coursework taken in a distance education format.

The results of this analysis (included as Appendix B) demonstrated that 71 degree and certificate programs could be completed 50% or more via distance education.

B. Description of Educational Programs to Be Offered

All programs proposed to be offered through the distance education mode are already offered through the traditional on-campus mode of instruction. There are no differences in the general education, major, or graduation requirements between the distance education and on-campus versions of the programs.

In addition, Mesa has procedures in place to ensure the rigor, breadth, objectives, learning outcomes, and academic quality of courses and programs offered in the distance education mode meet the same standards of those offered in the traditional on-campus mode. Specifically, in accordance with California administrative code and regulation (Title 5), the Mesa Curriculum Review Committee separately reviews and approves each course proposed for delivery via the distance education mode to ensure the following criteria are met:

- Regular effective contact is maintained between instructor and students through group or individual meetings, orientation and review sessions, study sessions, field trips, library workshops, threaded conferencing, chat rooms, telephone contact, email, or other activities.
- Effective pedagogical techniques appropriate to the distance education mode are utilized to ensure the quality and rigor of instruction mirrors that of the on-campus version of the course.
- Appropriate technology is used to achieve the objectives of the course.
- Multiple measures are used to achieve and assess student learning, including reading, writing, and critical thinking assignments and multiple evaluation measures.
- All delivery methods used are accessible to individuals with disabilities, in accordance with state and federal law.

Each certificate and degree program at Mesa, including those proposed to be offered in the distance education mode, consists of the following curricular requirements:

Major Courses. Major courses include at least 18 units of required courses and restricted electives.

General Education courses (associate degree only). The general education program consists of 18 semester units that are divided into the following four areas: natural sciences, social and behavioral sciences, humanities, and language and rationality. Mesa also requires demonstrated competence in reading, written expression, and mathematics.

As a result of ongoing institutional evaluation, planning, and improvement efforts, Mesa recently modified its degree requirements in order to provide the option for students to complete one of four different general education patterns. This change was intended to better accommodate each student's individual educational goal. Students select an appropriate general education option in consultation with a counselor. All of these options include, at a minimum, the San Diego Community College District (SDCCD) general education pattern and competencies specified above. The options are:

1. the SDCCD General Education Pattern and district requirements in multicultural studies, health education, two courses in physical education or dance activities, and two courses in American Institutions/California Government
2. the California State University General Education Breadth (CSU GE) Pattern
3. the Intersegmental General Education Transfer Curriculum (IGETC) Pattern
4. the SDCCD General Education Pattern (available for transfer-oriented majors only).

Appendix A provides an update to the list of all Mesa courses approved to be offered in a distance learning format that fulfill requirements for the SDCCD general education pattern.

C. Planning Process

The original plan to offer online courses began with the creation of a district level division that would support online instruction, SDCCD Online. Originally, it was thought that SDCCD Online would offer a district level Associate Degree; representatives of all three district colleges were involved, as they would actually offer and teach the courses. This plan did not materialize, but the independent offering of online courses by the individual colleges did. Instead, SDCCD Online provided the infrastructure support. Regular scheduling of online courses began in 2001 and has grown steadily over the past nine years.

Instructional technology in support of online education is within the purview of several planning committees: 1) The Mesa Information Technology Committee has provided for appropriate technology in its strategic plan; 2) the District-wide Distance Education Steering Committee also has identified technology in support of online education; 3) the Distance Learning Standing Committee of the Academic Senate also reviews the status of instructional technology support on campus.

Planning for online education at Mesa takes place primarily in two committees. First, it is addressed at an institutional level in the Mesa Information Technology Committee, a participatory governance group that created and annually updates the Strategic Plan for Information Technology. Members of this group include early adopters of online instruction and representative technology users from across the campus. At the dean's level, there is representation from both Instruction and Student Services. The co-chairs include the Dean of Learning Resources and Technology and an academic senate member. The committee has always included online learning in its strategic plan, but has taken an even stronger stance on the need for the institution to support distance learning infrastructure and training this year. This is in direct response to input from faculty who teach online.

The position of Dean of Learning Resources and Technology was established in 2007, reflecting the broadest application of the term "technology." This was done in order to clarify that this position oversees all technology on campus, including the institutional support for online distance learning. This brings all of the resources of campus technology together under one administrator and ensures that all campus technology needs are met. This provides the necessary flexibility to better support each area of technology, including online learning.

The second committee that addresses the planning and delivery of online courses at Mesa is the Academic Senate Standing Committee on Distance Learning. This group is chaired by the Instructional Technology faculty member who provides primary support to distance learning. Committee members include a core of about ten faculty members who regularly attend these meetings; an online distribution of group concerns and discussion is provided to all faculty who teach online. Many members from this group also belong to the district advisory group for SDCCD Online Learning Pathways, which is the district level department that supports the infrastructure of distance learning.

Clearly, both Mesa committees have planned extensively for the offering of online learning and for the institutional support that must accompany it. At the district level, SDCCD Online Learning Pathways has grown in both its staff size and the services that it offers to college faculty. These services are designed to minimize the technical challenges of online instruction, and include:

- Technical assistance for both students and faculty 24 hours a day, 7 days a week, 365 days a year;
- Faculty training, support, and instructional resources for preparing and teaching online courses, including both technological and pedagogical best practices;
- Online student training, support, and resources, including tutorials, online learning readiness assessments, sample online courses, and distance education orientations offered both online and in-person

These plans coincide with the campus mission statement, which includes:

- Mesa is committed to providing excellent educational programs and services to its students and the community.
- Mesa cultivates relationships to assess the needs of its total community in order to offer programs for the benefit of a diverse student body, including new and continuing, as well as those wishing to re-enter the educational process. Mesa has assessed the needs of its students and determined that some of them need online classes; each term online classes are among the first to close enrollment.
- Mesa is committed to providing the highest quality of education and services designed to promote access, retention, and student success. Access is clearly addressed with online classes; for some students this is the only way that they can attend college.
- Through participatory governance, all segments of the College engage in ongoing dialogue about quality, learning assessment, and implementation of institutional changes to improve student success. This is clearly evident in the shared governance composition of the Mesa Information Technology Committee.
- The primary mission of Mesa is to provide:
 - Programs which lead to an Associate Degree or Certificate,
 - Lower division curricula in arts and sciences with an emphasis on courses which transfer to baccalaureate institutions,
 - Programs in career and technical education, and
 - Programs that promote regional economic development.

On review, it is clear that Mesa's online course offerings address each of the curricular areas supported by the mission statement. Appendix A identifies the online courses that fulfill the various general education requirements for the Associate Degree. In addition Appendix C identifies courses that fulfill major requirements including those offered online.

Mesa's Strategic Plan for Information Technology, which is updated annually, is the long range, accountable plan for all technology on campus. It addresses the budgeting needs for distance learning and makes recommendations for all aspects of its support with regard to facilities, equipment, and other resources. In addition, it cites the need for training and classified staff support. The other source for long term planning and resource provision is SDCCD Online Learning Pathways, which administers the servers and software, the training support personnel (two full time instructional designers for the district, and hourly allocation for 40 hours of designer support directly on each campus), training (tools and pedagogy of online instruction), and annual events such as the Online Faculty Showcases.

D. Evidence of Institutional Support to Demonstrate the Continuance of Quality Standards

D1. Evidence of Sufficient and Qualified Faculty, Management, and Support Staffing

Faculty

Online faculty members are subject to the same standards and scrutiny in hiring and evaluation as all other faculty at Mesa College. The minimum standards for hiring are those specified by the California Community Colleges. Faculty desiring to teach online must demonstrate that they are adequately prepared to teach online before their request is considered. Typically, this preparation is gained through training provided by SDCCD Online Learning Pathways and the Mesa College Online Faculty Mentor.

SDCCD Online Learning Pathways (<http://www.sdccd.edu/online>), a district-level organization, provides faculty support and training. Workshops, conferences, and one-on-one support and training are also provided on campus by the Mesa Online Faculty Mentor. The Mentor is a full-time faculty member, with a degree in instructional technology and certified as a WebCT trainer, with online teaching experience, who provides training and support to all faculty placing instructional resources online. Mentors work with individual faculty members to develop online resources for their courses, utilizing the district's course management system, Blackboard Vista.

Training sessions focus upon effective online teaching practices. Faculty are taught how to utilize various CMS tools, such as the discussion board, the e-mail system, chat rooms, "live" classroom, the assignments tool and more, to design online courses that foster interaction between faculty and students. Best practice emphasizes the constant involvement of the instructor with students and course materials through the previously-listed technological tools. The faculty training program incorporates discussions and applications of Chickering and Gamson's Seven Principles for Effective Teaching (*AAHE Bulletin*, 1987), the first principle of which states: "Effective practice encourages contacts between students and faculty."

The training provided is good and exposes faculty to the benefits of teaching online. The materials provided are very helpful. Experienced online faculty also serve as informal mentors to faculty who are beginning to teach online, sometimes co-teaching a course with a new online instructor.

Of the eighty-eight Mesa faculty currently teaching online, forty-eight are full-time contact faculty and 40 are adjunct faculty. The number of contract faculty teaching online has steadily increased and continues to increase over time. Mesa has not attempted to hire adjunct faculty solely for the purpose of increasing the number of online courses but has focused on training current contract and adjunct faculty. When new contract faculty are hired, one consideration is their interest, willingness and ability to use technology, including online teaching.

The faculty evaluation criteria and student evaluation form are the same for online courses as for other courses. Through the AFT-District contract process, an online student evaluation tool of instructors has been developed and was implemented fall 2007. These evaluations have become an integral part of the faculty evaluation process, ensuring that online instructors are evaluated and provided feedback in the same manner as instructors of on-campus courses. The instructor and student tracking features built within the course management system (CMS) provide data that can be used within the faculty evaluation process to indicate satisfactory levels of faculty-student interaction.

Management

At the start of the 2006-2007 year, the Mesa College administrator for the Learning Resource Center became the Dean of Learning Resources and Technology. The Dean is responsible for technology campus-wide – instructional and administrative – as well as the responsibility for distance education. This Dean also provides the infrastructure and support for both the technological aspects of distance learning and the training for support of pedagogical aspects.

District support is provided by SDCCD Online Learning Pathways, reporting to the Vice Chancellor for Instructional Services and Planning. This group includes a dean and six staff members. Responsibilities include:

- Technical infrastructure of Blackboard Vista and its integration with the District's ISIS student information system.
- A 24/7 Help Desk for students and faculty
- Training and one-on-one assistance to faculty developing online courses
- Collaboration, through the Online Mentors, to provide district-wide and campus-specific training.

There is a close and effective working relationship between the administrators at both Mesa and SDCCD Online Learning Pathways that is highly beneficial to the quality of our program.

Support Staffing

Support staff is provided by SDCCD Online Learning Pathways staffed by a dean of online and distributed learning, two full-time and two part-time instructional design coordinators, a curriculum technician, an information assistant and a senior secretary. SDCCD Online Learning Pathways supports all three colleges and Continuing Education in the San Diego Community College District.

Each campus has an Online Faculty Mentor (20% reassigned time position). In addition each campus has access to the two full-time and two part-time instructional designers at the district. One of these instructional designers is stationed in the faculty lab at Mesa once a week. Mesa also has the support of a full time Educational Technology faculty member who supports distance learning. The Mesa Strategic Plan for Technology requested the assignment of support staff trained in audio and video production, closed-

captioning, and multimedia production to support the instructional design team. A CIL staff member was reassigned to work full-time as a closed-captioning specialist, supporting faculty to ensure 508 compliance. In addition, a personal video studio was created through grant funding, making it easy for faculty to create captioned multimedia that students can access online.

While good general support services are currently being provided through SDCCD Online Learning Pathways, there is continued growth in the number of faculty using online resources and technology in general, and in the sophistication of applications being used. As cited in above, specific planning for the development of on-campus support services is documented in the Mesa Strategic Master Plan for Technology, including the call for an expansion of support services currently being provided by the Learning Resource Center in the way of hardware, software and support staff.

Support through Participatory Governance

Several committees with significant participation by online faculty are assessing the current status of support services for faculty placing instructional resources online. Two of the committees are campus based: the Mesa Information Technology Committee, a subcommittee of the President's Cabinet and the Distance Learning Committee, a standing committee of the Academic Senate. A third committee functions at the district level, the District-wide Distance Education Steering Committee, which also focuses upon support services for faculty placing course materials online. Support services for online resources cover a broad spectrum of application, whether as a supplement to traditional face-to-face courses, or for courses partially or fully online.

D2. Evidence of Appropriate Equipment and Facilities, including Adequate Control over any Off-campus Site.

In 2006, the district invested in a major upgrade of the WebCT platform, migrating from WebCT Campus edition to WebCT/Blackboard Vista. The migration of courses to Vista was completed in 2008. Mesa has full control of its courses since the district has licensed this software.

The Blackboard Vista course management system, Elluminate Live Classroom, appropriate software for creating interactivity (Camtasia for example), and DSPTS technological accommodations are all in the forefront to better serve students technologically. EduStream and iTunesU have been introduced at the Mesa campus to provide the technological means to stream media.

Online students wishing to do their work on campus have access to the Learning Resource Center's state of the art student computer lab as well as the Library. The building and all of its services are available to students from 7:00AM-10:00PM Monday through Thursday and from 7:00AM-5:00PM on Friday. Saturday hours have been suspended due to budget constraints. The lab provides 135 PC computers, four iMac computers, and four scanning stations for student use. Each of these computers is

equipped with the full Microsoft Office suite, in addition to other software as needed for specific course applications. At least one Instructional Assistant is on duty to offer assistance at all hours of operation. This lab is open to all registered Mesa students to use for both class work and personal work. A recent addition to the LRC was the installation of wireless connectivity for all SDCCD students, faculty, and staff, which is available throughout the building.

Reference services are provided face-to-face and by-phone during most hours that the library is open; they are available online 24 hours per day, 7 days per week via live chat provided by Ask-a-Librarian; the library also provides email reference service.

The Center for Independent Learning, which administers the computer lab, also provides a Media Reserve Library service for all faculty, including those teaching online. Faculty may place videos on reserve for student use. Thirteen audiovisual booths are available for the viewing of multiple formats of media. In addition, science realia and art history slides are made available for student use from this resource as well.

Mesa is fully committed to comprehensive use of technology throughout the college's services, not just for online courses and students. Already in place are online library services, online application and registration, online counseling and advising.

The library has long had an extensive web presence in support of online learning. The library website serves as a portal to information for book, periodical, and internet resources. To better support library web services, the college hired an Online Services Librarian in January 2007 who has redesigned the Library's website for even further usability and is currently working to create online multimedia tutorials. The goals to have tutorials for each service; "How to find a Book Online" is an example of one tutorial being developed. College standards call for websites to be XHTML strict and ADA 508 compliant; the Online Services Librarian has ensured that library services are delivered in accordance with this standard. All tutorials are closed captioned.

Fully online access to book resources is offered through the library's eBook collection which currently includes over 31,000 books. It also includes online access to over 400 reference books, and over 20,000 periodicals which are accessed through subscriptions with numerous aggregator and reference databases. These resources are available to Mesa students, faculty, and staff from on-campus and remotely.

The Electronic Resources Librarian works directly with departments, programs, and individual faculty members to identify databases specific to their needs. Subscriptions to the following databases were a direct result of this type of collaboration: ARTstor; PsycARTICLES, which includes over 55 full-text journals from the American Psychological Association; and JSTOR, which is an archive of over 400 peer reviewed journals.

Student Services programs that are available in an online mode include:

- a. Academic advising, career services, counseling, evaluations and transfer: The Division of Student Services has developed a strategic plan for online matriculation services, however, major reductions in funding has limited the College's ability to implement the plan.

Academic advising and counseling is not yet fully available online. An online counseling center has been developed, but has not yet been implemented due to the current inability to staff the center. The College is committed to reassigning an existing counseling position to support online advising next year. There is a fair amount of online correspondence between counselors and students that transpires daily, via email.

The Career Center offers the online service of Job Connect. This student employment system enables local employers to post jobs for Mesa students. Students can create accounts to post their resumes, perform job searches and set posting alerts for 24 hour access to jobs that specifically address their needs and educational goals. The Center also offers a plethora of online resources including guides for job searching, cover letters, resumes, and interviewing and over 200 job links for major specific sites. Students may also send their resumes for counselor review via email.

Evaluation services are available through the district student web services, Mesa website and via email. Through email, students receive notice of completion of their transcript evaluation and their graduation status. Students may also obtain the petition for graduation online. After receiving an invitation, students who are eligible to graduate can register online for the commencement ceremony.

The Transfer Center has an extensive website that includes information on transfer, specific agreements for transfer with individual colleges, forms for assessing progress in fulfilling the requirements for transfer, and a thorough FAQ section. The Transfer Center is exploring the possibility of using the CCC Confer to offer Transfer Workshops online. Fall 2010 is the targeted "testing" time for the CCC Confer.

Note about CCC Confer: The CCC Confer project is funded from a grant from the California Community Colleges Chancellor's Office. CCC Confer was designed to allow communication and collaboration, using the latest Web conferencing technology, for all staff, faculty and administrators in the California Community Colleges system. It is ADA and Section 508 accessible.

- b. **Accessibility:** Of primary concern always at Mesa is its commitment to accessibility so that all students may learn. To this end, the Mesa website is 508 compliant and the Blackboard Vista platform is accessible as well. The Blackboard company is scheduled to discontinue Blackboard Vista in 2012. A systematic evaluation and planning effort is currently underway at the District with input from all stakeholders to select a replacement course management platform. Accessibility compliance is one

of the evaluation criteria and is a requirement for choosing a course management platform for the SDCCD. CurricUNET, which is the software package used for all curriculum development contains the following statement: “All instructional delivery methods utilized must be accessible to individuals with disabilities. (Sections 504 and 508 of the 1973 Rehabilitation Act).”

In addition, the Adaptive Computer Technology Specialist at Mesa is available throughout the week to work with faculty to address online issues on the campus and in the district. Particular effort is made to ensure that all material can be read via screen reader and that captioning is provided for all audio segments.

- c. **Admissions:** The entire admissions process is available online via Reg-e, an internet based application and registration portal. Once enrolled, students may register for classes, pay their fees, check their placement levels, and update their contact information. Students can view the college catalog online via the college website, and view the schedule of classes via the student web portal provided by the district. Also available is the academic calendar, prerequisite list, important deadlines, forms and brochures, and general information. In addition, students can view their grade and obtain transcript information online. Veterans’ information is also available online. Also, of great importance to students off campus is the e-mail link provided by the Admissions Office, where students may submit their questions and concerns to the staff. This feature is used regularly by students.
- d. **Delivery of course material:** Books and other required materials are available for online purchase via the Mesa Bookstore website. In addition, for library reserves, the faculty can work with the library staff to set up links to articles available through college periodical databases, and they can link to ebooks that are owned by the library.
- e. **Financial aid:** Mesa provides extensive financial aid information online at the college website, including instructions on the process, types of aid, and forms. Veterans’ services are provided here as well. Federal financial aid applications are available both in print and online (with a direct link) for students to use at their own discretion. <http://www.sdmesa.edu/financial-aid/information.cfm>

California Residents can also apply for the Board of Governors’ Fee Waiver online. It is available through Reg-e or via the FAFSA application.

Security measures are in place for off campus interaction with the Financial Aid Office by identification of a financial aid password. This verification is used for all telephone and email transactions.

- f. **Placement:** Placement is not available online at this time. There are various ways of demonstrating placement or completion of a requirement, but this should be done with a counselor. Although scores from resources such as ACT, SAT, and AP tests can assist in placement and the determination of prerequisites, this is something that

needs to be done with a counselor. Placement tests are administered on campus using Accuplacer testing software.

- g. **Tutoring Center:** In 2008, the Tutoring Center launched pilots for online tutoring services. Although not currently available, Tutoring Services were offered online for a little over one year. Due to continuing budget shortfalls, the college is not currently able to offer this, but hopes to resume the service sometime in the future.

D3. Evidence of Fiscal Resources including the Initial and Long Term Amount and Sources of Funding for the Proposed Change.

As described in Section D2, the San Diego Community College District has made a significant investment in technology and staffing to support online education. This includes the cost of upgrading to Blackboard/Vista (over a half million dollars) in 2007; the creation of the district Online Learning Pathways group with a dean and staff; the creation of reassigned time Online Faculty Mentor positions at each college; the contract for a 24/7 help desk (over \$67,000 per year). At Mesa, one full faculty position is devoted to faculty training in the use of technology, a new online librarian position was created, funded and filled.

This funding is ongoing from the college and district general fund.

D4. A Plan for Monitoring Achievement of the Desired Outcomes of the Proposed Change.

The process for online faculty evaluations, initiated in fall 2007, will permit closer scrutiny of, and guidance to, faculty teaching online. This will assist the College in assuring that the quality of online education is parallel with that of on-campus instruction.

The district research department regularly reports on student enrollment, success, retention, and other factors. These reports are scrutinized and the results used in decisions about future directions for online classes. Research findings are also used in guiding the content of workshops on pedagogical issues in online education.

E. Evidence That the Institution Has Received All Necessary Internal and External Approvals

All courses, degrees, and certificates offered by Mesa have been approved by the Mesa Curriculum Review Committee, the San Diego Community College District Curriculum and Instructional Council, the Board of Trustees, and the California Community College System Office. All courses taught in a distance education mode have been reviewed for quality standards and approved by the Mesa Curriculum Review Committee in accordance with California administrative code and regulation. Documentation of approval for each course, program, and distance education delivery method is available upon request.

February 2008, the Accrediting Commission for Community and Junior Colleges (ACCJC) approved the Accounting and Business Administration associate degrees to be offered by the College through distance education. The College also received approval for the associate degree General Education program.

F. Evidence That Each Eligibility Requirement Will Still Be Fulfilled

CERTIFICATION OF CONTINUED COMPLIANCE WITH ELIGIBILITY REQUIREMENTS FOR ACCREDITATION

1. Authority (no change since last accreditation visit in 2004)

San Diego Mesa College is authorized by the state of California to operate as a public community college. As such, the college is authorized under Title 5 of the Administrative Code to offer Associate in Arts and Associate in Science degrees, and appropriate approved certificates.

2. Mission

The College has a newly-approved mission, vision and values statement, appropriate for a public California community college that clearly defines the College's primary purposes and describes the institutional commitment to achieving student learning. The mission, vision and values statement was adopted by the San Diego Community College District Board of Trustees and is online as well as published in the catalog and other public documents.

3. Governing Board (no change since last accreditation visit in 2004)

Mesa College is governed by the Board of Trustees for the San Diego Community College District. The board is responsible for the quality and integrity of the institution, for ensuring that the institution's mission is carried out, and for ensuring that the institution's financial resources are directed toward a sound educational program. The board, composed of five members elected to represent specific areas of San Diego, is sufficient in size and composition to fulfill its responsibilities. As a body charged with independent policy-making, it is capable of reflecting the interests of the public and constituents in its decisions. Board members do not have employment, family, ownership, or personal financial interests in the institution. The Board adheres to a conflict of interest policy that ensures that their impartiality in all their deliberations and decisions.

4. Chief Executive Officer

Mesa College's chief executive officer is Dr. Rita Cepeda. The chief executive officer is appointed to her role as President by the Board and her primary responsibility is to the institution. The Board delegates to the President the authority to administer Board policies for the College. Neither the College President nor the District Chancellor serves as chair of the Board.

5. Administrative Capacity (no change since last accreditation visit in 2004)

Mesa College is staffed by a sufficient number of administrators to provide the services necessary to support the College's mission and purposes. Administrators are selected competitively and all possess the appropriate preparation and experience to fulfill their assigned roles.

6. Operational Status (no change since last accreditation visit in 2004)

The College is in full and continuous operation. Students are actively pursuing the degree programs offered by the institution.

7. Degrees (no change since last accreditation visit in 2004)

The majority of Mesa's course offerings lead to Associate degrees and the College routinely scrutinizes course offerings to assure that they meet degree and program objectives. Students' educational goals and their progress toward them are monitored and provide evidence that a significant proportion of student enrollments are in courses leading to degree offerings.

8. Educational Programs (no change since last accreditation visit in 2004)

Mesa College offers a large number of Associate degrees and certificates that are consistent with the College's mission. All programs are developed based on needs assessments and recommendations from discipline experts; input from industry advisory committees and transfer institutions are utilized in program development. Degree and certificate requirements are consistent with Title 5 in their extent, depth, rigor and intensity. Students completing degrees and certificates are required to demonstrate outcomes. Degree programs require a minimum of 60 credit units and are two years in length.

9. Academic Credit (no change since last accreditation visit in 2004)

Academic credit for coursework is awarded in accordance with Subchapter 9, Standards of Scholarship, of Title 5 of the California Code of Regulations.

10. Student Learning and Achievement

The Mesa College Catalog, published and updated annually, defines the requirements for every degree and certificate offered by the College. The listings include prerequisites, course numbers, names, and units, as well as descriptive program information and student learning outcomes. Longitudinal student achievement data is tracked and published in an Annual Fact Book available on the District Research and Planning website. Program Review plans and TaskStream include an assessment of students' achievement of outcomes.

11. General Education (no change since last accreditation visit in 2004)

All Associate degrees offered by Mesa College require a general education component. General education requirements are defined by SDCCD Policy 1.5.3, which is consistent with Title 5 general education policy (Section 55806) for California community colleges and is consistent with levels of quality and rigor appropriate to higher education. The College's general education requirements are designed to ensure breadth of knowledge and promote intellectual inquiry. They include demonstrated competence in writing and computational skills and an introduction to some of the major areas of knowledge. The College's general education outcomes are defined by district policy that requires that students take courses in the major areas of knowledge and that the curriculum include overarching principles consistent with general education.

12. Academic Freedom (no change since last accreditation visit in 2004)

Policy 4030, approved by the Board of Trustees on April 28, 2009, defines academic freedom for faculty, staff and students. In addition, Appendix II of the District-AFT Guild Agreement contains a statement describing faculty ethical behavior and academic freedom. Both of these statements specify that faculty, staff and students are free to examine and test all knowledge appropriate to their discipline, area of employment or major area of study. Mesa College supports and sustains a culture that protects intellectual freedom and independence.

13. Faculty

Mesa College has a core of well qualified and experienced fulltime faculty to support the College's educational programs. The faculty union contract specifies clearly the

responsibilities of a faculty member. Both the contract and the evaluation procedures describe the faculty's responsibilities for program and curriculum development as well as for assessment of student learning.

14. Student Services (no change since last accreditation visit in 2004)

Mesa College provides a wide range of student services to meet the needs of all of its students. The services are consistent with the size of the institution, the characteristics of the student population, and the mission of the institution. Student services are organized to best support as well as encourage learning and development. Point of Service data is a part of the program review process where service areas are routinely assessed.

15. Admissions (no change since last accreditation visit in 2004)

Mesa College has adopted and strictly follows admissions policies that are consistent with the community college mission and Title 5 requirements. The policies, printed in the Catalog and class schedules, specify the qualifications necessary for admission to the institution. Admissions personnel are qualified for and understand their role relative to established policies.

16. Information and Learning Resources (no change since last accreditation visit in 2004)

A wide range of information and learning resources are provided to support the College's mission and educational programs. The Learning Resource Center owns or licenses a large inventory of print, non-print, and web-accessible materials. Students may access library database resources through the web, whether on or off campus. All instructional programs, including online, may access these resources. Resources are also available through various tutorial services and dedicated campus computer labs.

17. Financial Resources (no change since last accreditation visit in 2004)

The College has sufficient financial resources to support student learning programs and services and to improve institutional effectiveness. Planning takes place at both the College and the District levels and is evaluated and modified as changes require. Financial resources support the mission and provide financial stability

18. Financial Accountability (no change since last accreditation visit in 2004)

As required by law, Mesa College undergoes regular financial audits in concert with the rest of the San Diego Community College District. The audits are conducted by external

auditors who are certified public accountants and have no other relationship to the district or college.

19. Institutional Planning and Evaluation

Mesa College's participatory governance structure is institutionalized in its President's Cabinet. Annually, at a retreat of this governance body that includes membership of all groups, the institution's planning and goals are assessed and new goals set for the upcoming year. Since the writing of the college's 2007 Mid Term Report and the development of its Educational Master Plan, the President's Cabinet Retreat has become the venue for continuous quality improvement relative to planning. At the past two retreats, a strategic planning framework has evolved that more accurately depicts the College's decision-making process as well as integrates its planning processes with resource allocation. To test this model, a pilot was conducted during the fall, 2009. The evaluation of the model included the collection of feedback from participant meetings and the administration of a survey. The results of these evaluative methods will be used during the spring 2009 to improve the planning process prior to its next implementation.

Mesa College's institutional effectiveness is regularly evaluated and tracked through a series of point of service surveys soliciting student feedback and through the collection and analysis of data on student demographics, success, persistence, degrees, certificates, and transfer. The data is incorporated into the College's planning processes, including its integrated program review model. The institutional effectiveness data and longitudinal student outcomes data is published on the District research website accessible to the public. In addition, the College recently launched its own institutional research website.

Mesa College is committed to student learning outcomes (SLOs) and their assessment. SLOs and their results continue to be reported in the program review plans for its academic programs, student services and administrative services. TaskStream, a SLO management system, was purchased with implementation and training during the fall, 2009. Using the program review hierarchy, TaskStream assists the college with the assessment of its program and service area SLOs. To date, program/service area level SLOs/AUOs have been input with assessment underway at the course and program level.

20. Public Information

Mesa College revises and publishes its catalog annually. To insure accuracy and currency, a Catalog Subcommittee was formed in 2009. Its membership includes both college and district personnel who developed a procedure that involves review of the entire catalog by the appropriate contributors. The catalog is published in printed form and is also available in electronic format on the college's website. The catalog contains general information including demographic information about the institution; its mission, vision, values and goals; course, program, and degree offerings; academic calendar and program length; academic freedom statement; available student financial aid and learning

resources; names and degrees of administrators and faculty; names of governing board members; admission requirements and procedures; policies, rules and regulations directly affecting students including fees and other financial obligations, degree, certificate, graduation and transfer requirements, academic regulations including academic honesty (Policy 3100), acceptance of transfer credits, statement of nondiscrimination, sexual harassment policy, complaint and grievance procedures. Much of this information is also published in the class schedules, the Student Handbook and the Faculty/Staff Handbook.

21. Relations with the Accrediting Commission (no change since last accreditation visit in 2004)

The Board of Trustees affirms that Mesa College adheres strictly to the eligibility requirements, accreditation standards and policies of the Commission, describes itself in identical terms to all of 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. Moreover, the college will comply with Commission requests, directives, decisions and policies, and will make complete, accurate and honest disclosures in all communications.

G. Evidence That Each Accreditation Standard Will Still Be Fulfilled

CERTIFICATION OF THE CONTINUED MEETING OR EXCEEDING OF ALL ACCREDITATION STANDARDS

Mesa continues to meet or exceed all of the standards of accreditation. The College's last accreditation visit was in 2004 and resulted in the reaffirmation of accreditation with a focused midterm report due in 2007. The focused midterm report was accepted in January 2008 with no visit required. The College's next accreditation visit is scheduled for 2010.

Accreditation standards that are particularly impacted by the proposed change are addressed below.

Standard I: Institutional Mission and Effectiveness

The institution demonstrates strong commitment to a mission that emphasizes achievement of student learning and to communicating the mission internally and externally. The institution uses analyses of quantitative and qualitative data and analysis in an ongoing and systematic cycle of evaluation, integrated planning, implementation, and re-evaluation to verify and improve the effectiveness by which the mission is accomplished.

- A. *Mission:* Mesa's mission statement clearly articulates its educational purposes, the students it serves, and its commitment to student learning. Included with the mission statement are the college's vision and values statements. Together these three statements provide the guidance for all that Mesa seeks to achieve. The latest revision to the college's mission statement occurred during the fall 2009 semester and is published on the college's website, and will appear in the 2010-2011 catalog and other publications.

The College's mission statement begins with the outcome of student success, which is fundamental to all that we do. It describes our inclusive environment that seeks input from the diverse communities that we serve. It also identifies our student outcomes of learning, leadership, and responsibility. The values statement reinforces that we are an open access institution that supports equity; fosters learning; strives for excellence in teaching; upholds freedom of expression; respects and embraces diversity; acts with integrity and respect; holds itself accountable to meet its mission; and provides sustainability to deliver the mission. The college is guided by its vision statement, which defines how we influence the future.

- B. *Improving Institutional Effectiveness:* The College decided that an overarching strategic plan needed to be developed in order to provide the integration needed for the educational master plan. In fall, 2008, the Educational Master Planning Subcommittee was reformulated to become the new Strategic Planning Committee. This action ultimately led to the creation of a strategic plan, now in place, that reflects the comprehensive cyclical processes consistent with continuous quality improvement planning models. The conception of this plan began at the annual President's Cabinet Retreat in April, 2008, as they reviewed the Educational Master Plan and the rubric, and then progressed during the school year. It became more fully articulated the following year at the next President's Cabinet Retreat, which was held in April, 2009. Much work has been done within this participatory governance process to refine the many practices and processes put in place with the earlier Educational Master Plan. The components of the strategic plan are consistent with those already in place; but an overarching structure now ties it all together and clearly links the cycle with measures of accountability and resource allocation. As the College developed its new mission, vision and values statements and the revised planning process evolved, its goals were revisited and revised to more accurately reflect the institution's direction and respond to and meet the needs of its internal and external communities. The new strategic planning process was approved by the President's Cabinet in October, 2009.

Concurrent with the creation of the new Educational Master Plan and the subsequent creation of the Strategic Plan, was the formalization of research needs and the hiring of a Campus Based Researcher to lay the groundwork for building a culture of evidence. In February, 2007, the Mesa College Research Planning

Agenda, drafted and approved by the Research Committee, was adopted by President's Cabinet, putting in place the many component research reports and practices that inform master planning, and ultimately strategic planning. The Research Planning Agenda is organized around the college mission statement and values, and directly addresses college goals. It provides the key evidence piece to the implementation and assessment cycle. Consistent with continuous quality improvement, the Research Planning Agenda was later revisited, revised, and approved by President Cabinet in December, 2008. With the revision of the College's mission, vision and values statements, the Research Committee revisited its Research Planning Agenda in November, 2009. Appropriate changes were made and the revised document brought to the President's Cabinet for final approval.

Standard II: Student Learning Programs and Services

The institution offers high-quality instructional programs, student support services, and library and learning support services that facilitate and demonstrate the achievement of stated student learning outcomes. The institution provides an environment that supports learning, enhances student understanding and appreciation of diversity, and encourages personal and civic responsibility as well as intellectual, aesthetic, and personal development for all of its students.

- A. *Instructional Programs:* The quality, rigor, and accountability of Mesa's instructional program drive it to excel. Effective fall, 2008, Program Review was integrated for the entire campus with the addition of Administrative Services. The divisions of Instruction and Student Services completed the integration process in 2007. Therefore, the same five year program review and evaluation process now serves all three divisions of the college. The integration of these programs and service areas into one review process has greatly enhanced the overall effectiveness of courses and programs.

The campus has identified SLOs at the institutional, program, and course level. SLOs have been developed at the program and student service level as well as administrative unit outcomes (AUOs) for administrative services. The collection of these program and service area outcomes by the College concluded in 2008. Instructional program SLOs appear in the in the 2009-2010 College catalog and website. Student Services SLOs and Administrative Service Area AUOs will appear in the 2010-2011 College Catalog. TaskStream is a software program that the College recently acquired to assist with the management of SLOs and AUOs. As of the summer of 2009, TaskStream is the official repository for all SLOs /AUOs. Training on the use of this software began in the early fall 2009 semester followed by faculty and staff input of assessment data. Student learning outcomes are assessed by the faculty and staff. The assessment results are used for improvement to revise the outcome if it is deemed necessary or revise the methodology of the SLO if necessary. The College program and service areas

are at various stages in SLO/AUO assessment. Many program and services areas are in the early stages of assessment development; a few others have completed their assessment and are compiling data while others have completed initial assessments and are developing strategies to strengthen their program or service area. The College will continue to administer its SLO survey and use its program review process to monitor progress made in this area.

During the 2008-2009 academic year, the District Curriculum and Instructional Council (CIC) coordinated the effort to develop general education student learning outcomes (SLOs) for all district colleges. The college has worked collaboratively with the District Office of Instruction and sister colleges in developing general education SLOs. The College is ready to continue its collaboration to develop measurable general education criteria and assessment.

Mesa continues to be one of the top transfer institutions in the region and also boasts a large number of successful technical programs and degrees. Articulation exists with numerous four year institutions as well as career technical articulation with high schools. Industry partners continue to be a major part of our career and technical programs, which ensures that Mesa students are matriculating with the skills necessary for the workforce.

- B. Student Support Services:* Mesa recruits and admits a diverse and multicultural student population who are able to benefit from the numerous programs and services offered by the college. In direct support of this commitment, the institution provides a broad spectrum of support services, both face to face and online, to assure student access, progress, learning, and success. Services provided by the Division of Student Services include outreach and recruitment and the formal matriculation processes of admissions, placement assessment, orientation, workshops specific to educational goals, creation of the Student Education Plan (SEP) and the Disability Support Programs and Services (DSPS) Student Education Contract (SEC), and follow up support. Ongoing and additional support is provided to students by the Counseling Center, Evaluations, Transfer Center, Career Center, Disability Support Programs and Services (DSPS), Student Health Services, International Student Services, and Veterans Affairs. Other support services are in place to meet the needs of our underrepresented student populations, including Extended Opportunity Programs and Services (EOPS), Student Tutorial and Academic Resources (STAR), and TRIO, and Learning Communities such as Puente Project and the Mesa Academy.

The College effectively engages in Outreach using multiple efforts on multiple fronts. The First Year Experience (FYE), also known as the Freshman Year Experience, is a unique outreach and in-reach program which is designed to help first time students succeed. The recruitment for the program starts at high schools (outreach) with program support during the first year of college (in-reach). While in high school, students are provided with application workshops, early enrollment, orientation, and assistance with the matriculation process. Additional

activities such as “meet your faculty and staff” occur during the summer just before fall attendance. During the first year of college, students are provided counseling, individual education plans, and follow up services.

The recent reduction and/or elimination to categorical funding have left a significant deficit to available resources for in-reach and outreach efforts. The College understands the value of these programs and committed itself to search for ways to continue its support to student success. The College has worked diligently to establish and strengthen community partnerships and obtain grant funding. There has been remarkable success in gathering resources to maintain student support services; the College is pleased with the outcome of its efforts.

- C. *Library and Learning Support Services:* The library serves its large community with a collection of over 111,000 books, 141,000 microforms, 200 print periodical subscriptions, and 500 audio-recordings. It also includes online access to over 31,000 eBooks, 400 reference books, and over 20,000 periodicals which are accessed through subscriptions with numerous aggregator and reference databases., Reference service is provided both face-to-face and online, the latter of which is delivered through the 24/7 OCLC Question Point platform. A full instruction program is provided, and the Online Services Librarian has created information literacy modules. Clearly, book, database, reference, and instruction services are being made available to online students. In addition, the students can call the Mesa Library Reference Desk for advice and assistance. The library is housed in the Learning Resource Center (LRC), which is open from 7:00 a.m. to 10:00 p.m. Monday through Thursday, from 7:00 a.m. to 5:00 p.m. on Friday, when classes are in full session.

Over 2,700 instructional support videos are available for faculty check out or student use in the library. A reserve collection of videos is also made available for student use. Video clips that are short can be uploaded to the teacher’s Blackboard Vista platform, and faculty may also use streaming services made available through a grant administered by Palomar College. Mesa College Information Technology Committee has placed the purchase of a streaming server on its list of priorities.

Also located in the LRC is the student computer lab, which has 140 of the newest computers on campus, five scanners, and a full print and copy station. Instructional Assistants are on duty in the lab any time the LRC is open. The assistants are trained in the use of all software that is loaded on these computers. If an online student would like to use the lab facilities, they can, and they can get assistance from the staff with regard to technology.

Although not currently available, Tutoring Services were offered online for a little over one year. Due to continuing budget shortfalls, the college is not currently able to offer this, but hopes to resume the service sometime in the future.

Standard III: Resources

The institution effectively uses its human, physical, technology, and financial resources to achieve its broad educational purposes, including stated student learning outcomes, and to improve institutional effectiveness.

- A. *Human Resources:* The creation of a fully diverse work force has been central to the efforts of Mesa and the San Diego Community College District since the last self study. A full restructuring of Human Resources and the Equal Employment Office has provided the leadership necessary for the campus and the district to move forward in this area. At the college level, the formal faculty hiring priorities are created and approved by President's Cabinet each year, and these priorities embed a plan for achieving a diverse applicant pool for each of the approved positions. In addition, the priorities embed an emphasis on student centered instructional practices, which support success for all students. Also included in the priorities is technology literacy, which supports not only online instruction, but many other facets of educational and instructional technology as well. Since online faculty are part of the overall campus faculty, all of these priorities apply to them as well.

Evidence of the effectiveness of these practices is found in the data. In the period extending from 2004-2005 to 2006-2007, fifty five new faculty members were hired at Mesa College, and the level of diversity increased. However, in 2007-2008, when ten more faculty members were hired, the increase in diversity significantly increased, with 60% of the new faculty coming from identified diverse populations. These results validate the process and provide encouragement for further growth.

Mesa has a strong participatory governance structure with an active academic senate, classified senate, and student government. These bodies give voice to all stakeholders. In addition, practices and policies are in place district-wide to ensure that personnel are treated equitably. This has not changed since the last self study in 2004.

- B. *Physical Resources:* With the passage of two bond measures, Prop S and N, in the past four years, the College is experiencing a tremendous growth of facilities, equipment, and land use. To ensure that these resources serve the primary mission of student learning, participatory governance committees for both budget and facilities have been created to review and recommend expenditures to President's Cabinet. These committees serve as part of the Educational Master Plan, which also includes Program Review and the Strategic Planning Priorities. In addition, there is a district level Citizen's Oversight Committee that reviews matters relative to the expenditure of these bond funds. Prop S and N construction is well underway at Mesa with the completion of the Art Gallery remodel, groundbreaking for the parking structure and police substation, and

groundbreaking for the Allied Health building planned for March 2008. Planning for several other buildings is well along. Faculty building committees are considering best practices in teaching and learning, including integrated use of technology, as they plan the new buildings.

- C. *Technology Resources:* Also a major part of the Educational Master Plan is the Mesa College Strategic Plan for Technology, which is monitored and updated annually by the participatory governance Mesa Information Technology Committee. This plan directly oversees the deployment of services and equipment for all technology on campus, including those technologies employed for online instruction. Both long and short term planning address such issues as the platform on which online instruction will be delivered (currently Blackboard Vista), the specifications for software, and support. The campus has a very active Academic Senate Standing Committee for Distance Education that also informs the decision making process for online instruction.

In addition, the district level San Diego Community College District Online Learning Pathways division provides hardware and software administration for the delivery platform and also instructional technology support in the form of two full-time online instructional designers who provide class training and one-to-one instruction in the creation of instructional materials. The SDCCD Online Learning Pathways “Faculty Resources” webpage (<http://www.sdccd.edu/online>) also includes a variety of resources to assist faculty in designing distance education courses that utilize effective practices in distance education. Examples of resources on the webpage include the following.

- Blackboard Vista proficiency checklist
- California Community Colleges distance education guidelines
- Checklist of course readiness
- Copyright guidelines
- Course accessibility information
- Fair Use and the Technology, Education, and Copyright Harmonization (TEACH) Act
- Features of the online course reference guide
- Guide to using copyrighted materials
- Intellectual property agreement
- Learning objects library
- Online syllabus checklist
- Online teaching proficiency checklist
- Recommended components of a learning module

SDCCD Online Learning Pathways also offers one-on-one instructional design support appointments to faculty members designing or improving distance education courses.

In addition, each campus, including Mesa, has an online mentor, which is a release time position, to provide training for faculty. The campus also has an 18 seat computer lab that is dedicated to use for instruction of and collaboration by online faculty. Most recently, the campus hosted two separate full day training sessions on the captioning of learning objects and videos to ensure that accessibility is provided for all students; this included media that will be used online. Each year the district hosts a major event showcasing best practices for online instruction, spotlighting exemplary practices by various faculty and guest speakers.

Authentication: The importance of authentication is stressed throughout faculty professional development training programs. Technical strategies for authentication is area that the Districtwide Distance Education Steering Committee has been reviewing by examining the tools offered by vendors such as Acxiom, Bio-Pen, Secureexam Remote Proctor, ProctorU, and Kryterion WebAssessor to determine their feasibility and potential for verifying student identity in distance education.

As stated in Section 496 of August 14, 2008, Higher Education Opportunity Act (HEOA):

Accrediting agencies must require institutions that offer DE or correspondence education to have processes to establish that the student who registers is the same student who participates in and completes the work and gets the academic credit.

All students who are enrolled in distance education courses at the San Diego Community College District are issued a secure username and password for access to the Blackboard Vista course management system. The username and password are generated from the student information system registration rosters and are unique to each student. Access to the user database for assisting students with login issues is restricted to several key staff members of SDCCD Online Learning Pathways and to the Presidium Helpdesk.

To answer the question, “*What academic integrity and student verification practices and what course design approaches are faculty at City, Mesa, and Miramar Colleges using to ensure student authentication,*” online faculty were surveyed in February 2009 to collect information about their current practices that discourage academic dishonesty such as plagiarism, unpermitted collaboration, unauthorized help, impersonation and cheating among online students. Two hundred forty five faculty teaching online courses in the regular Spring 2009 session at City (93), Mesa (85), and Miramar (67) Colleges were asked to complete the survey. A total of 54 surveys were completed, which equals a 22% response rate. The complete results of the survey are posted to the Online Faculty Resource Site where faculty have a forum to discuss the results and share best practices.

The following are examples of the prevention strategies and course design techniques our online faculty use to promote student authentication:

- The majority (95%) of the faculty include a statement about academic integrity in their course syllabus.
- Student assignments are checked for plagiarism (62%) and for cheating (56%).
- The majority of faculty (87%) require written work from the student (for example, papers, online discussions, exam essay questions).
- The majority of faculty (95%) use a variety of assessments (for example, quizzes, projects, portfolios, group work).
- Information about avoiding academic dishonesty (for example, learning how to cite sources) is included in their courses by 77% of the instructors.
- Setting a time limit on exams, another strategy for limiting collaboration and cheating, is done by 77% of the faculty.
- Randomizing the quiz or exam questions so that no two students receive the same set of questions is performed by 64% of the faculty.

Additional class procedures and course design strategies were reported in the open-ended questions; such as,

- Requiring multi-part projects or progressive submissions of in-process work,
- Recognizing student's work through trends and writing styles,
- Using multiple measures of writing and assessing,
- Classmates' reviewing each other's "published" essays, and
- Students explaining their work in the class discussions.

These strategies for promoting academic integrity and student verification reflect those reported in a survey of the members of the Instructional Technology Council, combined with feedback from WCET, and UT TeleCampus of the University of Texas System, "Best Practice Strategies to Promote Academic Integrity in Online Education, Version 2.0, June 2009, http://wiche.edu/attachment_library/Student_Authentication/BestPractices.pdf .

D. Financial Resources: Financial decisions are driven by the Educational Master Plan, which is informed by Program Review, the Strategic Planning Priorities, and the Strategic Master Plan for Technology, among other considerations. Recommendations are made to the President's Cabinet by the participatory governance Budget Development Committee, which reviews requests and proposals. Planning and funding are clearly connected with this model. The San Diego Community College District uses a budget allocation based on several factors, including FTES and FTEF, in deciding on annual college budgets. Fifty percent of the ending balance remains with the college through which Mesa has

accumulated a reserve. This year, a decision has been made to use part of the reserves to fund additional technology purchases in order to assure that the college's computer hardware and software, including that used by online faculty, remains current. The district and the college are fiscally sound; annual audits indicate that all financial practices follow generally accepted principles of accounting.

Standard IV: Leadership and Governance

The institution recognizes and utilizes the contributions of leadership throughout the organization for continuous improvement of the institution. Governance roles are designed to facilitate decisions that support student learning programs and services and improve institutional effectiveness, while acknowledging the designated responsibilities of the governing board and the chief administrator.

- A. Decision-Making Roles and Processes:* As stated in earlier sections, Mesa operates under the guidance of its Educational Master Plan, which encompasses Program Review, Strategic Planning Priorities, and the Strategic Master Plan for Technology. The concept of participatory governance is fundamental to Mesa, which boasts active faculty, staff, and student groups, who participate in all areas of decision making. The final decision-making council for the campus is President's Cabinet, which is also participatory governance. The President is the college's chief executive officer, reporting to the Chancellor, who serves as chief executive officer for the District. The President is responsible for the leadership of the College, and the Chancellor for the District, reporting to the Board of Trustees.

In terms of how these decision-making processes affect online instruction, two committees are essential: the Academic Senate Standing Committee for Distance Education and the Mesa College Information Technology Committee. Both of these groups serve to inform the decision-making bodies on how to fund and go forward with distance education.

- B. Board and Administrative Organization:* Many clarifications have been put in place to clearly articulate the relationship between the district and the colleges, including Mesa. This was in response to a recommendation by the self study evaluation committee, and it is clearly outlined and explained in the Focused Midterm Report. The District-wide Budget Development Committee includes the Vice President of Administrative Services for each college in the district and ensures that funding decisions and practices are consistent, understood, and communicated. The District Governance Council was reactivated and restructured to include representatives from all of the colleges and continuing education in order to truly inform the board regarding pending actions. Clearly a relationship has been put in place to provide communication between the district and the stakeholders in the field.

In the area of online instruction, this relationship is fostered by the Online Learning Pathways division, which is part of the district Office of Instructional Services and Planning, and provides cohesive leadership across the district. As stated earlier, this unit maintains the platform for the delivery of online instruction and also provides the training for successful online methods and pedagogy.

Appendix A

Courses Fulfilling the San Diego Community College District (SDCCD)
Associate Degree General Education Requirements
Per San Diego Mesa College Catalog, 2009-2010
San Diego Mesa College Online Offerings

DISTRICT COMPETENCY REQUIREMENTS FOR THE ASSOCIATE DEGREE

1. Competence in Reading and Written Expression

Complete one course with a grade of “C” or better from General Education Requirements Area A.1

Language and Rationality, English Composition.

Note: *The course selected to meet this requirement may also be used to meet the general education requirement for English Composition.*

BUSE 119 - Approved in 2008 – *Removed due to new State requirement*

ENGL 101 - Approved in 2008

ENGL 205 *

2. Competence in Mathematics

Competence is demonstrated by:

a. Placement in Assessment Skill Level M50 or higher on SDCCD mathematics assessment

OR

b. Complete the following course with a grade of “C” or better:

MATH 96 *

OR

c. Completing, with a grade of “C” or better, any other course for which one of the above listed courses is a prerequisite or any math course with a number higher than 100.

Note: *The course selected to meet these requirements may also be used to meet the general education requirement for Communications and Analytical Thinking.*

**Courses Fulfilling the San Diego Community College District (SDCCD)
Associate Degree General Education Requirements
Per San Diego Mesa College Catalog, 2009-2010
*San Diego Mesa College Online Offerings***

3. American Institutions/California Government

Students are required to complete the United States History, Constitution and American Ideals before being awarded an associate degree.

BLAS 140A *

BLAS 140B *

CHIC 141A - Approved in 2008

CHIC 141B - Approved in 2008

HIST 109 *

HIST 110 *

4. Health Education

This requirement is met by completing Health Education 101: Health and Lifestyle, three units.

HEAL 101 - Approved in 2008

5. Physical Education

Students must complete two activity courses. Physical Education courses numbered below 240 are acceptable, except for Physical Education 150.

PHYE 123 - Approved in 2008

6. Multicultural Studies

Each student seeking the Associate Degree must complete a three-unit multicultural studies course selected from the general education courses.

AMSL 104 *

ANTH 103 - Approved in 2008

ARTF 113 *

BLAS 140A *

BLAS 140B *

CHIC 110A *

CHIC 141A - Approved in 2008

CHIC 141B - Approved in 2008

MUSI 109 - Approved in 2008

NUTR 153 *

SOCO 101*

SOCO 110 *

**Courses Fulfilling the San Diego Community College District (SDCCD)
Associate Degree General Education Requirements
Per San Diego Mesa College Catalog, 2009-2010
*San Diego Mesa College Online Offerings***

GENERAL EDUCATION REQUIREMENTS

A. LANGUAGE AND RATIONALITY:

A minimum of three semester units, or four quarter units, must be completed.
Choose one course from the following:

1. English Composition

ENGL 101 - Approved in 2008
ENGL 205 *

A minimum of three semester units, or four quarter units, must be completed.
Choose one course from the following:

2. Communication and Analytical Thinking

BUSE 101 *	MATH 121 *
CISC 181 - Approved in 2008	MATH 141 *
GISG 104 *	MATH 150 *
MATH 96 *	MATH 151 *
MATH 104 *	MATH 237 *
MATH 107 *	MATH 252 *
MATH 107L *	MATH 254 *
MATH 116 - Approved in 2008	MATH 255 *
MATH 118 - Approved in 2008	PSYC 258 *
MATH 119 - Approved in 2008	

B. NATURAL SCIENCES:

A minimum of three semester units, or four quarter units, must be completed.
Choose one course from the following:

1. Life Sciences

ANTH 102 - Approved in 2008
BIOL 110 *
BIOL 120 - Approved in 2008
BIOL 130 *
NUTR 150 *
NUTR 155 *
PSYC 260 *

**Courses Fulfilling the San Diego Community College District (SDCCD)
Associate Degree General Education Requirements
Per San Diego Mesa College Catalog, 2009-2010
*San Diego Mesa College Online Offerings***

2. Physical Sciences

ASTR 101 - Approved in 2008
CHEM 100 - Approved in 2008
CHEM 111 *
CHEM 152 *
CHEM 200 - Approved in 2008
GEOL 100 - Approved in 2008
GEOL 104 *
PHYN 100 - Approved in 2008
PHYN 120 - Approved in 2008

C. HUMANITIES

A minimum of three semester units, or four quarter units, must be completed.
Choose one course from the following:

ARTF 109 *
ARTF 110 *
ARTF 111 - Approved in 2008
ARTF 113 *
DRAM 105 - Approved in 2008
DRAM 150 - Approved in 2008
DRAM 151 - Approved in 2008
ENGL 215 *
FASH 120 *
MULT 116 *
MUSI 100 - Approved in 2008
MUSI 109 - Approved in 2008
PHIL 102A *

D. SOCIAL AND BEHAVIORAL SCIENCES

A minimum of three semester units, or four quarter units, must be completed.
Choose one course from the following:

AMSL 104 *	CHIL 141 *
ANTH 103 - Approved in 2008	ECON 120 - Approved in 2008
ANTH 107 - Approved in 2008	ECON 121 - Approved in 2008
ANTH 205 *	HIST 109 *
BLAS 140A *	HIST 110 *
BLAS 140B *	NUTR 153 *
BUSE 100 - Approved in 2008	POLI 101 *
BUSE 140 - Approved in 2008	PSYC 101 - Approved in 2008
CHIC 110A *	PSYC 245 *
CHIC 141A - Approved in 2008	SOCO 101 *
CHIC 141B - Approved in 2008	SOCO 101 *
CHIL 101 *	SOCO 110 *

Appendix B

**Summary of San Diego Mesa College Degrees and Certificates
Offering 50% or More of Major Courses Online**

	DISCIPLINE	TITLE	CERTIFICATE OF PERFORMANCE	CERTIFICATE OF ACHIEVEMENT	ASSOCIATE IN ARTS	ASSOCIATE IN SCIENCE
1	Accounting	Governmental/Non-Profit Accounting	X			
2		Accounting		X		
3	Anthropology	Anthropology			X	
4	Architecture	Landscape Architecture Technician	X			
5	Art - Fine Art	Art History Emphasis			X	
6	Business Administration	Business Administration		X		
7	Business Management	Business Management		X		
8		Business Management				X
9	Chemistry	Chemistry		X		
10		Chemistry				X
11	Child Development	Home Day Care	X			
12		Associate Teacher		X		
13	Computer Business Technology	General Office Clerk	X			
14		Keyboarder/Word Processor	X			
15		Administrative Assistant		X		

**Summary of San Diego Mesa College Degrees and Certificates
Offering 50% or More of Major Courses Online**

	DISCIPLINE	TITLE	CERTIFICATE OF PERFORMANCE	CERTIFICATE OF ACHIEVEMENT	ASSOCIATE IN ARTS	ASSOCIATE IN SCIENCE
16		Information Management Technology		X		
17		Microcomputer Applications		X		
18		Administrative Assistant				X
19		Information Management Technology				X
20		Microcomputer Applications				X
21	Computer and Information Sciences	Computer Programming	X			
22		Computer and Information Sciences		X		
23		Computer and Information Sciences				X
24	Consumer Studies	Skills for Success	X			
25		Consumer Resource Management		X		
26		Consumer Resource Management				X
27	Engineering	Engineering		X		
28		Engineering				X
29	English	Creative Writing	X			
30		English			X	

Summary of San Diego Mesa College Degrees and Certificates
Offering 50% or More of Major Courses Online

	DISCIPLINE	TITLE	CERTIFICATE OF PERFORMANCE	CERTIFICATE OF ACHIEVEMENT	ASSOCIATE IN ARTS	ASSOCIATE IN SCIENCE
31	Geography	Geography			X	
32	Geographic Information Systems	Geographic Information Systems				X
33	Liberal Arts	Honors Global Competencies Certificate	X			
34	Liberal Arts and Sciences...	With an Emphasis in Arts Studies - Art			X	
35		With an Emphasis in Business Studies			X	
36		With an Emphasis in Mathematics and Pre-Engineering Studies - Computer Science			X	
37		With an Emphasis in Mathematics and Pre-Engineering Studies - Engineering			X	
38		With an Emphasis in Mathematics and Pre-Engineering Studies - Mathematics			X	
39		With an Emphasis in Science Studies - Biological Sciences			X	
40		With an Emphasis in Science Studies - Physical Sciences - Chemistry			X	

**Summary of San Diego Mesa College Degrees and Certificates
Offering 50% or More of Major Courses Online**

	DISCIPLINE	TITLE	CERTIFICATE OF PERFORMANCE	CERTIFICATE OF ACHIEVEMENT	ASSOCIATE IN ARTS	ASSOCIATE IN SCIENCE
41		With an Emphasis in Science Studies - Physical Sciences - Earth Sciences			X	
42		With an Emphasis in Science Studies - Physical Sciences - Kinesiology and Nutrition			X	
43		With an Emphasis in Science Studies - Physical Sciences - Psychology			X	
44		With an Emphasis in Social and Behavioral Sciences - Anthropology			X	
45		With an Emphasis in Social and Behavioral Sciences - Child Development			X	
46		With an Emphasis in Social and Behavioral Sciences - Economics			X	
47		With an Emphasis in Social and Behavioral Sciences - Human Development			X	
48		With an Emphasis in Social and Behavioral Sciences - History			X	
49		With an Emphasis in Social and Behavioral Sciences - Political Science			X	

**Summary of San Diego Mesa College Degrees and Certificates
Offering 50% or More of Major Courses Online**

	DISCIPLINE	TITLE	CERTIFICATE OF PERFORMANCE	CERTIFICATE OF ACHIEVEMENT	ASSOCIATE IN ARTS	ASSOCIATE IN SCIENCE
50		With an Emphasis in Social and Behavioral Sciences - Psychology			X	
51		With an Emphasis in Social and Behavioral Sciences - Social Sciences			X	
52		With an Emphasis in Social and Behavioral Sciences - Sociology			X	
53	Marketing	Marketing		X		
54		Marketing				X
55	Mathematics	Applied Mathematics Option			X	
56		Mathematics			X	
57	Multimedia	Digital Video	X			
58		Multimedia Survey	X			
59		New Media Publishing	X			
60		Video Game Development	X			
61		3D Animation and Modeling		X		
62		Interactive Media Production		X		
63		Multimedia				X
64	Physical Science	Physical Sciences (General)		X		
65		Physical Sciences (General)				X
66	Psychology	Psychology			X	

**Summary of San Diego Mesa College Degrees and Certificates
Offering 50% or More of Major Courses Online**

	DISCIPLINE	TITLE	CERTIFICATE OF PERFORMANCE	CERTIFICATE OF ACHIEVEMENT	ASSOCIATE IN ARTS	ASSOCIATE IN SCIENCE
67	Real Estate	Real Estate Salesperson	X			
68		Real Estate Appraisal	X			
69		Real Estate Broker Option		X		
70		Real Estate				X
71	Sociology	Sociology			X	

Appendix C

Major Requirements for Associate Degrees and Certificates *and their online status* Per San Diego Mesa College Catalog, 2009-2010

Certificate of Performance Governmental/Non-Profit Accounting

COURSES REQUIRED FOR THE MAJOR:

ACCT 116A *
ACCT 116B *
ACCT 125

SELECT ONE COURSE FROM:

CBTE 180 *
or ACCT 150 *

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status**

Per San Diego Mesa College Catalog, 2009-2010

**Certificate of Achievement
Accounting**

COURSES REQUIRED FOR THE MAJOR:

ACCT 116A *
ACCT 116B *
ACCT 150 *
ACCT 201A
BUSE 119 *
CBTE 180 *

SELECT ONE COURSE FROM:

ACCT 120
or ACCT 125
or ACCT 135
or ACCT 201B

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Associate In Arts Degree
Anthropology**

COURSES REQUIRED FOR THE MAJOR:

ANTH 102 *
ANTH 103 *
ANTH 107 *

SELECT NINE UNITS FROM THE FOLLOWING:

ANTH 200
or ANTH 210
or ANTH 215

RECOMMENDED ELECTIVES:

ANTH 104
ANTH 115
ANTH 120
BIOL 100
BIOL 110
BIOL 215
BIOL 230
BIOL 250
BIOL 255
CISC 150
ENGL 211
ENGL 215
ENGL 220
GEOG 101
GEOG 102
GEOL 100
GEOL 101
HIST 105
HIST 106
HIST 150
HIST 151
PHIL 102A
PSYC 101
PSYC 112
PSYC 258
or MATH 119
PSYC 260
SOCO 101
SOCO 110
SPEE 103
or SPEE 135
POLI 140

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Certificate of Performance
Landscape Architecture Technician**

COURSES REQUIRED FOR THE MAJOR:

ARCH 105 *
ARCH 106 *
ARCH 250

* = Offered online

Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010

Associate in Arts Degree
Art – Fine Art
Art History Emphasis

COURSES REQUIRED FOR THE MAJOR:

- ARTF 110 *
- or ARTF 111 *
- ARTF 150A
- ARTF 150B
- ARTF 151
- ARTF 155A

COMPLETE THE REQUIREMENTS FOR THE ART HISTORY EMPHASIS:

- ARTF 110 *
- or ARTF 111 *
- ARTF 113 *

SELECT THREE COURSES FROM:

- ARTF 107
- or ARTF 109
- or ARTF 115 *
- or ARTF 120 *
- or ARTF 165A
- or ARTF 175A
- or ARTF 195A
- or ARTF 210A

RECOMMENDED ELECTIVES:

- ARTF 155B
- ARTF 174A
- ARTF 190A
- ARTF 198A
- ARTF 220A

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status**

Per San Diego Mesa College Catalog, 2009-2010

**Certificate of Achievement
Business Administration**

COURSES REQUIRED FOR THE MAJOR:

BUSE 100 *
or MARK 100
BUSE 119 *
BUSE 140 *
ACCT 116A *
ACCT 116B *
CISC 181 *
ECON 120 *
ECON 121 *
MATH 119 *

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Certificate of Achievement
Business Management**

COURSES REQUIRED FOR THE MAJOR:

BUSE 100 *
BUSE 101 *
BUSE 119 *
BUSE 140 *
ACCT 116A *
CISC 181 *
ECON 120 *

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Associate in Science Degree
Business Management**

COURSES REQUIRED FOR THE MAJOR:

BUSE 100 *
BUSE 101 *
BUSE 119
BUSE 140
BUSE 150
BUSE 201 *
ACCT 116A *
CISC 181 *
ECON 120 *
ECON 121 *
MARK 100

* = Offered online

Major Requirements for Associate Degrees and Certificates
and their online status

Per San Diego Mesa College Catalog, 2009-2010

Certificate of Achievement
Chemistry

COURSES REQUIRED FOR THE MAJOR:

CHEM 200 *
CHEM 200L
CHEM 201
CHEM 201L
CHEM 231
CHEM 231L
CHEM 251

PLUS FIFTEEN UNITS SELECTED FROM THE FOLLOWING:

MATH 141 *
or MATH 150 *
or MATH 151 *
or MATH 252 *
or PHYS 195
or PHYS 196
or PHYS 197

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Associate in Science Degree
Chemistry**

COURSES REQUIRED FOR THE MAJOR:

CHEM 200 *
CHEM 200L
CHEM 201
CHEM 201L
CHEM 231
CHEM 231L
CHEM 251

PLUS FIFTEEN UNITS SELECTED FROM THE FOLLOWING:

MATH 141 *
or MATH 150 *
or MATH 151 *
or MATH 252 *
or PHYS 195
or PHYS 196
or PHYS 197

RECOMMENDED ELECTIVES:

ASTR 101	CISC 150	PHYN 100
ASTR 109	ECON 120	PHYN 101
ASTR 111	ENGE 115	PHYN 290
ASTR 290	ENGE 151	PHYN 296
BIOL 107	ENGE 200	PHYS 100
CHEM 100	ENGE 210	PHYS 290
CHEM 100L	ENGE 250	SPEE 103
CHEM 130	ENGE 260	PHYS 125
CHEM 130L	ENGE 270	PHYS 126
CHEM 152	GEOG 101	PHYS 195
CHEM 152L	GEOG 101L	PHYS 196
CHEM 160	GEOG 102	PHYS 197
CHEM 161	GEOG 290	
CHEM 200	GEOG 296	
CHEM 200L	GEOL 290	
CHEM 201	GEOL 296	
CHEM 201L	MATH 096	
CHEM 231	MATH 104	
CHEM 231L	MATH 107	
CHEM 233	MATH 118	
CHEM 233L	MATH 119	
CHEM 251	MATH 141	
CHEM 255	MATH 150	
CHEM 290	MATH 151	
CHEM 296		

* = Offered online

Note: Online offerings are indicated for courses
required for completion of the major only.

**Major Requirements for Associate Degrees and Certificates
and their online status**

Per San Diego Mesa College Catalog, 2009-2010

**Certificate of Performance
Home Day Care**

COURSES REQUIRED FOR THE MAJOR:

CHIL 101 *
CHIL 175 *
CHIL 180
CONF 110 *

RECOMMENDED ELECTIVES:

CHIL 160
CHIL 161
CHIL 270
CHIL 291
CHIL 291A
CHIL 291B
CHIL 291C
CHIL 291D

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Certificate of Achievement
Child Development
Associate Teacher**

COURSES REQUIRED FOR THE MAJOR:

CHIL 101 *
CHIL 141 *
CHIL 180

SELECT TWO COURSES FROM:

CHIL 111
or CHIL 121
or CHIL 131 *

SELECT THREE OR MORE UNITS FROM:

CHIL 160
or CHIL 161
or CHIL 270
or CHIL 291
or CHIL 291A
or CHIL 291B
or CHIL 291C
or CHIL 291D

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Certificate of Performance
General Office Clerk**

COURSES REQUIRED FOR THE MAJOR:

- CBTE 101 *
- CBTE 111
- or CBTE 112
- CBTE 120 *
- or CBTE 130
- CBTE 164 *
- CBTE 180 *
- CBTE 210 *

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status**

Per San Diego Mesa College Catalog, 2009-2010

**Certificate of Performance
Keyboard/Word Processor**

COURSES REQUIRED FOR THE MAJOR:

- CBTE 101 *
- or CBTE 102 *
- CBTE 111
- or CBTE 112
- CBTE 120 *
- or CBTE 130 *
- CBTE 122 *
- CBTE 164 *

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status**

Per San Diego Mesa College Catalog, 2009-2010

**Certificate of Achievement
Computer Business Technology
Administrative Assistant**

COURSES REQUIRED FOR THE MAJOR:

- CBTE 101 *
- or CBTE 102 *
- or CBTE 103 *
- CBTE 111
- or CBTE 112
- CBTE 120 *
- or CBTE 120A
- and CBTE 120B
- or CBTE 130 *
- or CBTE 130A
- and CBTE 130B
- CBTE 122 *
- or CBTE 132
- CBTE 140A *
- CBTE 151 *
- CBTE 170 *
- CBTE 205 *
- CBTE 210 *
- or CBTE 211
- BUSE 101 *
- BUSE 119 *

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status**

Per San Diego Mesa College Catalog, 2009-2010

**Certificate of Achievement
Computer Business Technology
Information Management Technology**

COURSES REQUIRED FOR THE MAJOR:

- CBTE 111
- or CBTE 112
- CBTE 151 *
- CBTE 161 *
- CBTE 180 *
- CBTE 200 *
- CBTE 205 *
- CBTE 210 *
- or CBTE 211
- BUSE 119 *
- CISC 130
- SPEE 103

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status**

Per San Diego Mesa College Catalog, 2009-2010

**Certificate of Achievement
Computer Business Technology
Microcomputer Applications**

COURSES REQUIRED FOR THE MAJOR:

CBTE 101 *
or CBTE 102 *
or CBTE 103 *
CBTE 111
or CBTE 112
CBTE 120 *
or CBTE 120A
and CBTE 120B
or CBTE 130 *
or CBTE 130A
and CBTE 130B
CBTE 122 *
or CBTE 132
CBTE 126 *
CBTE 140A *
CBTE 151 *
CBTE 161 *
CBTE 167
CBTE 164 *
CBTE 170 *
CBTE 200 *
BUSE 119 *
CISC 130

* = Offered online

Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010

Associate in Science Degree
Computer Business Technology
Administrative Assistant

COURSES REQUIRED FOR THE MAJOR:

CBTE 101*
or CBTE 102 *
or CBTE 103 *
CBTE 111
or CBTE 112
CBTE 120 *
or CBTE 120A
and CBTE 120B
or CBTE 130 *
or CBTE 130A
and CBTE 130B
CBTE 122 *
or CBTE 132
CBTE 140A *
CBTE 151 *
CBTE 170 *
and CBTE 198A *
and CBTE 200 *
CBTE 205 *
CBTE 210 *
or CBTE 211
BUSE 101 *
BUSE 119 *

RECOMMENDED ELECTIVES:

CISC 130
CBTE 126
CBTE 161
CBTE 270
BUSE 150

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status**

Per San Diego Mesa College Catalog, 2009-2010

**Associate in Science Degree
Computer Business Technology
Information Management Technology**

COURSES REQUIRED FOR THE MAJOR:

- CBTE 111
- or CBTE 112
- CBTE 151 *
- CBTE 161 *
- CBTE 180 *
- CBTE 200 *
- CBTE 205 *
- CBTE 210 *
- or CBTE 211
- BUSE 119 *
- CISC 130
- SPEE 103

RECOMMENDED ELECTIVES:

- ACCT 116A
- BUSE 101
- BUSE 140
- BUSE 150
- CBTE 113
- CBTE 140
- CBTE 270

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Associate in Science Degree
Computer Business Technology
Microcomputer Applications**

COURSES REQUIRED FOR THE MAJOR:

- CBTE 101 *
- or CBTE 102 *
- or CBTE 103 *
- CBTE 111
- or CBTE 112
- CBTE 120 *
- or CBTE 120A
- and CBTE 120B
- or CBTE 130 *
- or CBTE 130A
- and CBTE 130B
- CBTE 122 *
- or CBTE 132
- CBTE 126 *
- CBTE 140A *
- CBTE 151 *
- CBTE 161 *
- CBTE 167
- CBTE 164 *
- CBTE 170 *
- CBTE 198A *
- CBTE 200 *
- CBTE 205 *
- CBTE 210 *
- or CBTE 211
- BUSE 101 *
- BUSE 119 *
- CISC 130

RECOMMENDED ELECTIVES:

- BUSE 150
- CBTE 113
- CBTE 126
- CBTE 162
- CBTE 270
- CISC 130
- CISC 150

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Certificate of Performance
Computer Programming**

COURSES REQUIRED FOR THE MAJOR:

CISC 186 *
CISC 190 *
CISC 192 *
CISC 210

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status**

Per San Diego Mesa College Catalog, 2009-2010

**Certificate of Achievement
Computer and Information Sciences**

COURSES REQUIRED FOR THE MAJOR:

ACCT 116A *

ACCT 116B *

BUSE 119 *

BUSE 140 *

CISC 181 *

CISC 186 *

ECON 120 *

MATH 119 *

* = Offered online

Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010

Associate in Science Degree
Computer and Information Sciences

COURSES REQUIRED FOR THE MAJOR:

ACCT 116A *
ACCT 116B *
BUSE 119 *
BUSE 140 *
CISC 181 *
CISC 186 *
ECON 120 *
MATH 119 *

*** CISC ELECTIVE(S), 3 UNITS TOTAL**

RECOMMENDED ELECTIVES:

CISC 130
CISC 132
CISC 133
CISC 150
CISC 151
CISC 270
CISC 290
ECON 120
ECON 121
MARK 105

* = Offered online

Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010

Certificate of Performance
Skills for Success

COURSES REQUIRED FOR THE MAJOR:

BUSE 119 *
CONF 110 *

SELECT ONE COURSE FROM:

ENGL 043
or PERG 030
or PERG 127 *

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status**

Per San Diego Mesa College Catalog, 2009-2010

**Certificate of Achievement
Consumer Resource Management**

COURSES REQUIRED FOR THE MAJOR:

CONF 110 *
CONF 140
CONF 270
NUTR 150 *
NUTR 160
CHIL 101 *
FASH 125
INTE 145

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status**

Per San Diego Mesa College Catalog, 2009-2010

**Associate in Science Degree
Consumer Resource Management**

COURSES REQUIRED FOR THE MAJOR:

CONF 110 *
CONF 140
NUTR 150 *
NUTR 160
CHIL 101 *
FASH 125
INTE 145
CONF 270

RECOMMENDED ELECTIVES:

CONF 270
CONF 290
CONF 296
CHIL 141
CBTE 120
PSYC 101
SOCO 101
FASH 190

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status**

Per San Diego Mesa College Catalog, 2009-2010

**Certificate of Achievement
Engineering**

COURSES REQUIRED FOR THE MAJOR:

ENGE 151
ENGE 200
ENGE 210
ENGE 250

SELECT TWENTY-FOUR UNITS SELECTED FROM THE FOLLOWING:

CHEM 200 *
or CHEM 200L
or CHEM 201
or CHEM 201L
or ENGE 240
or ENGE 260
or MATH 141 *
or MATH 150 *
or MATH 151 *
or MATH 252 *
or PHYS 195
or PHYS 196
or PHYS 197

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Associate in Science Degree
Engineering**

COURSES REQUIRED FOR THE MAJOR:

ENGE 151
ENGE 200
ENGE 210
ENGE 250

TWENTY-FOUR UNITS SELECTED FROM THE FOLLOWING:

CHEM 200 *
CHEM 200L
CHEM 201
CHEM 201L
ENGE 240
ENGE 260
MATH 141 *
MATH 150 *
MATH 151 *
MATH 252 *
PHYS 195
PHYS 196
PHYS 197

RECOMMENDED ELECTIVES:

ASTR 101	ENGE 250
ASTR 109	ENGE 260
ASTR 111	ENGE 270
ASTR 290	GEOG 101
BIOL 107	GEOG 101L
CHEM 100	GEOG 102
CHEM 100L	GEOG 290
CHEM 130	GEOG 296
CHEM 130L	GEOL 290
CHEM 152	GEOL 296
CHEM 152L	MATH 096
CHEM 160	MATH 104
CHEM 161	MATH 107
CHEM 200	MATH 118
CHEM 200L	MATH 119
CHEM 201	MATH 141
CHEM 201L	MATH 150
CHEM 231	MATH 151
CHEM 231L	PHYN 100
CHEM 233	PHYN 101
CHEM 233L	PHYN 290
CHEM 251	PHYN 296
CHEM 255	PHYS 100
CHEM 290	PHYS 125
CHEM 296	PHYS 126
CISC 150	PHYS 195
ECON 120	PHYS 196
ENGE 115	PHYS 197
ENGE 151	PHYS 290
ENGE 200	SPEE 103
ENGE 210	

* = Offered online

Note: Online offerings are indicated for courses
required for completion of the major only.

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Certificate of Performance
Creative Writing**

COURSES REQUIRED FOR THE MAJOR:

SELECT TWO COURSES FROM:

- ENGL 249 *
- or ENGL 245
- or ENGL 247
- or ENGL 253 *
- or ENGL 254 *

SELECT TWO COURSES FROM:

- BLAS 155
- or CHIC 135
- or ENGL 208
- or ENGL 210
- or ENGL 211
- or ENGL 215 *
- or ENGL 216
- or ENGL 220
- or ENGL 221
- or ENGL 230
- or ENGL 237
- or ENGL 238
- or ENGL 240

SELECT ONE COURSE FROM:

- ENGL 249 *
- or ENGL 245
- or ENGL 247
- or ENGL 253 *
- or ENGL 254 *
- or BLAS 155
- or CHIC 135
- or ENGL 208
- or ENGL 210
- or ENGL 211
- or ENGL 215 *
- or ENGL 216
- or ENGL 220
- or ENGL 221
- or ENGL 230
- or ENGL 237
- or ENGL 238
- or ENGL 240

* = Offered online

Note: Online offerings are indicated for courses
required for completion of the major only.

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Associate in Arts Degree
English**

COURSES REQUIRED FOR THE MAJOR:

- ENGL 101 *
- or ENGL 105
- ENGL 205 *
- ENGL 215 *
- ENGL 216

SELECT THREE UNITS FROM THE FOLLOWING (RECOMMENDED SEQUENCE FOR UC TRANSFER):

- ENGL 208
- or ENGL 220
- or ENGL 221

SELECT THREE UNITS FROM THE FOLLOWING (RECOMMENDED SEQUENCE FOR UC TRANSFER):

- ENGL 210
- or ENGL 211
- or ENGL 230
- or ENGL 245 *
- or ENGL 247
- or ENGL 249 *

COURSES DESIGNED TO SUPPORT THIS AND OTHER MAJORS:

- ESOL 019
- ESOL 020
- ESOL 021
- ESOL 022
- ESOL 030
- ESOL 031
- ESOL 032
- ESOL 040

RECOMMENDED ELECTIVES:

- | | |
|----------|-----------|
| ENGL 202 | JOUR 200 |
| ENGL 209 | JOUR 210A |
| ENGL 238 | JOUR 210B |
| ENGL 240 | JOUR 210C |
| ENGL 245 | JOUR 210D |
| ENGL 247 | |
| ENGL 249 | |
| ENGL 253 | |
| ENGL 254 | |
| HUMA 101 | |
| HUMA 102 | |
| HUMA 201 | |
| HUMA 202 | |

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Associate in Arts
Geography**

COURSES REQUIRED FOR THE MAJOR:

GEOG 101
GEOG 101L
GEOG 102
GEOG 104

SELECT TWO COURSES FROM THE FOLLOWING:

GEOG 154
GISG 104 *
MATH 119 *

SELECT ONE COURSE FROM THE FOLLOWING:

ANTH 102 *
ANTH 103 *
BIOL 101
BIOL 110 *
CHEM 200 *
and CHEM 200L
GEOG 154
GEOL 100 *
GISG 104 *
MATH 119 *
MATH 121 *
MATH 150 *

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Associate in Science Degree
Geographic Information Systems**

COURSES REQUIRED FOR THE MAJOR:

GISG 110 *
GISG 111 *
GISG 112
GISG 113
GISG 270

SELECT FOUR UNITS IN A PROGRAMMING LANGUAGE:

CISC 186 *
or CISC 190 *
or CISC 192 *

***SELECT TWELVE UNITS FROM:**

ANTH 103 *	or	MARK 100
or ANTH 107 *	or	MARK 110
or ANTH 115	or	MARK 130
or ARCH 100	or	PHYN 100 *
or ARCH 101	or	PHYN 290
or ARCH 105 *	or	POLI 101 *
or ARCH 106 *	or	POLI 102
or ARCH 155	or	POLI 103
or ARCH 170	or	POLI 290
or ARCH 190	or	REAL 101 *
or ARCH 250	or	REAL 105 *
or BIOL 100	or	REAL 125
or CISC 186 *	or	TRAV 105
or CISC 190 *	or	TRAV 111
or CISC 192 *	or	TRAV 112
or CBTE 140 *	or	TRAV 121
or CBTE 140A *	or	TOUR 110
or CBTE 151 *	or	TOUR 115
or CBTE 161 *		
or CBTE 162 *		
or CBTE 170 *		
or GEOG 101		
or GEOG 102		
or GEOG 103		
or GEOG 104		
or GEOG 154		
or GEOL 100 *		
or GEOL 290		
or HEIT 105		
or HEIT 156		

* = Offered online

Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010

Certificate of Performance
Liberal Arts
Honors Global Competencies Certificate

COURSES REQUIRED FOR THE MAJOR:

ENGL 205 *

SELECT 3-5 UNITS FROM THE FOLLOWING INTRODUCTORY OR HIGHER LEVEL FOREIGN LANGUAGES:

ARAB 101
or FREN 101
or GERM 101
or ITAL 101
or JAPN 101
or RUSS 101
or SPAN 101
or TAGA 101
or VIET 101

SELECT 6 UNITS FROM THE FOLLOWING:

ANTH 102 *
or ANTH 103 *
or ARTF 110 *
or ARTF 111 *
or BIOL 101
or ECON 120 *
or ENGL 101 *
or ENGL 105
or ENGL 220
or ENGL 221
or HUMA 101
or HUMA 102
or HIST 100
or HIST 101
or MUSI 101
or MUSI 102
or MUSI 109
or SPEE 180
or PHIL 106
or PHIL 125
or POLI 101 *
or POLI 103
or POLI 140

SELECT 3 UNITS FROM THE FOLLOWING:

CHIL 101 *
or CISC 181 *
or GEOG 102
or HEAL 101 *
or PSYC 101 *

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status**

Per San Diego Mesa College Catalog, 2009-2010

**Associate in Arts Degree
Liberal Arts and Sciences with an Emphasis in Arts Studies – Art**

COURSES REQUIRED FOR THE MAJOR:

ARTF 110 *
ARTF 111 *
ARTF 150A

SELECT A MINIMUM OF 9 UNITS:

ARTF 100
ARTF 109
ARTF 113 *
ARTF 150B
ARTF 151
ARTF 155A
ARTF 155B
ARTF 165A
ARTF 165B
ARTF 165C
ARTF 165D
ARTF 174A
ARTF 175A
ARTF 175B
ARTF 175C
ARTF 190A
ARTF 198A
ARTF 198B
ARTF 198C
ARTF 210A
ARTF 210B
ARTF 210C
ARTF 220A
ARTF 220B
ARTF 220C
ARTF 281

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Associate in Arts Degree
Liberal Arts and Sciences with an Emphasis in Business Studies**

COURSES REQUIRED FOR THE MAJOR:

ACCT 116A *
ACCT 116B *
ECON 120 *
ECON 121 *

SELECT A MINIMUM OF 4 UNITS:

BUSE 101 *
BUSE 119 *
BUSE 140 *
CHIC 141A *
CHIC 141B *
CISC 181 *
HIST 100
HIST 101
HIST 105
HIST 109 *
HIST 110 *
HIST 115A
HIST 115B
HIST 120
HIST 121
HOSP 101
MATH 116 *
MATH 119 *
MATH 121 *
MATH 122
MATH 150 *
POLI 102
PSYC 101 *
PSYC 258 *
SOCO 101 *

or any Foreign Language course, including AMSL.

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Associate in Arts Degree
Liberal Arts and Sciences with an Emphasis in Mathematics and Pre-Engineering Studies –
Computer Science**

COURSES REQUIRED FOR THE MAJOR:

MATH 150 *
MATH 151 *
MATH 252 *

SELECT A MINIMUM OF 5 UNITS:

CHEM 200 *
CHEM 200L
CHEM 201
CHEM 201L
BIOL 210A
BIOL 210B
PHYS 195
PHYS 196
PHYS 197
MATH 119 *
MATH 254 *
MATH 255 *
MATH 245
MATH 107 *
MATH 107L *
MATH 108 *
MATH 108L *
MATH 237 *
MATH 237L *
CISC 190 *
CISC 192 *

* = Offered online

Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010

Associate in Arts Degree
Liberal Arts and Sciences with an Emphasis in Mathematics and Pre-Engineering Studies –
Engineering

COURSES REQUIRED FOR THE MAJOR:

MATH 150 *
PHYS 195
CHEM 200 *
CHEM 200L

SELECT A MINIMUM OF 3 UNITS:

CHEM 201
CHEM 201L
MATH 151 *
MATH 252 *
MATH 245
MATH 254 *
MATH 255 *
PHYS 196
PHYS 197
ENGE 115
ENGE 200
ENGE 210
ENGE 240
ENGE 250
ENGE 260
CISC 190 *
CISC 192 *

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Associate in Arts Degree
Liberal Arts and Sciences with an Emphasis in Mathematics and Pre-Engineering Studies –
Mathematics**

COURSES REQUIRED FOR THE MAJOR:

MATH 150 *
MATH 151 *
MATH 252 *

SELECT A MINIMUM OF 5 UNITS:

MATH 119 *
MATH 254 *
MATH 255 *
MATH 245
MATH 107 *
MATH 107L *
MATH 108 *
MATH 108L *
MATH 237 *
MATH 237L *
CISC 190 *
CISC 192 *

* = Offered online

Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010

Associate in Arts Degree
Liberal Arts and Sciences with an Emphasis in Science Studies – Biological Sciences

COURSES REQUIRED FOR THE MAJOR:

BIOL 210A
BIOL 210B

SELECT A MINIMUM OF 10 UNITS:

CHEM 200 *
CHEM 200L
CHEM 201
CHEM 201L
CHEM 231
CHEM 231L
CHEM 233
CHEM 233L
CHEM 251
CISC 186 *
CISC 189A *
CISC 189B *
CISC 190 *
CISC 192 *
MATH 121 *
MATH 122 *
MATH 150 *
MATH 151 *
MATH 119 *
BIOL 200
PHYS 125
PHYS 126
PHYS 195
PHYS 196
PHYS 197

* = Offered online

Major Requirements for Associate Degrees and Certificates

and their online status

Per San Diego Mesa College Catalog, 2009-2010

Associate in Arts Degree

**Liberal Arts and Sciences with an Emphasis in Science Studies – Physical Sciences –
Chemistry**

COURSES REQUIRED FOR THE MAJOR:

CHEM 200 *
CHEM 200L
CHEM 201
CHEM 201L

SELECT A MINIMUM OF 8 UNITS:

CHEM 231
CHEM 231L
CHEM 233
CHEM 233L
CHEM 251
PHYS 195
PHYS 196
PHYS 197
MATH 150 *
MATH 151 *
MATH 119 *
MATH 245
MATH 252 *
MATH 254 *
MATH 255 *
CISC 186 *
CISC 189A *
CISC 189B *
CISC 190 *
CISC 192 *

* = Offered online

Major Requirements for Associate Degrees and Certificates

and their online status

Per San Diego Mesa College Catalog, 2009-2010

Associate in Arts Degree

**Liberal Arts and Sciences with an Emphasis in Science Studies Physical Sciences -
Earth Sciences**

COURSES REQUIRED FOR THE MAJOR:

GEOG 101
and GEOG 101L
or GEOL 100 *
and GEOL 101
or GEOL 104 *

SELECT A MINIMUM OF 15 UNITS:

ASTR 101
GISG 104
PHYS 195
PHYS 196
PHYS 197
CHEM 200 *
CHEM 200L
CHEM 201
CHEM 201L
MATH 150 *
MATH 151 *
MATH 252 *

* = Offered online

Major Requirements for Associate Degrees and Certificates

and their online status

Per San Diego Mesa College Catalog, 2009-2010

Associate in Arts Degree

**Liberal Arts and Sciences with an Emphasis in Science Studies – Physical Sciences –
Kinesiology and Nutrition**

COURSES REQUIRED FOR THE MAJOR:

BIOL 107
CHEM 100 *
and CHEM 100L
or CHEM 152 *
and CHEM 152L
BIOL 230

SELECT A MINIMUM OF 6 UNITS:

ACCT 116A *
BIOL 205
BIOL 210A
CHEM 130
CHEM 130L
CHEM 160
CHEM 200 *
CHEM 200L
CHEM 201
CHEM 201L
PHYS 125
PHYS 126
PHYE 166
PHYE 241 *
PHYE 242
PSYC 101 *
PSYC 258 *
SOCO 101 *

* = Offered online

Major Requirements for Associate Degrees and Certificates

and their online status

Per San Diego Mesa College Catalog, 2009-2010

Associate in Arts Degree

**Liberal Arts and Sciences with an Emphasis in Science Studies – Physical Sciences –
Psychology**

COURSES REQUIRED FOR THE MAJOR:

MATH 121 *
and MATH 122
or MATH 150 *
and MATH 151 *
and MATH 252 *

SELECT A MINIMUM OF 5 UNITS (TOTAL OF 18 UNITS):

BIOL 107
BIOL 210A
BIOL 210B
CHEM 100 *
CHEM 100L
CHEM 152 *
CHEM 200 *
CHEM 200L
CHEM 201
CHEM 201L
PHYS 195
PHYS 196
PHYS 197
CISC 182 *
CISC 190 *

* = Offered online

Major Requirements for Associate Degrees and Certificates

and their online status

Per San Diego Mesa College Catalog, 2009-2010

Associate in Arts Degree

**Liberal Arts and Sciences with an Emphasis in Social and Behavioral Sciences –
Anthropology**

COURSES REQUIRED FOR THE MAJOR:

ANTH 102 *

ANTH 103 *

SELECT A MINIMUM OF 12 UNITS:

BIOL 210A

BIOL 210B

CBTE 140 *

CBTE 140A *

CBTE 151 *

CBTE 161 *

CBTE 162 *

LIBS 101

MATH 119 *

or PSYC 258 *

* = Offered online

Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010

Associate in Arts Degree
Liberal Arts and Sciences with an Emphasis in Social and Behavioral Sciences
Child Development

COURSES REQUIRED FOR THE MAJOR:

CHIL 101 *
CHIL 141 *
PSYC 101 *
SOCO 101 *

SELECT A MINIMUM OF 6 UNITS:

CHIL 151
CHIL 160
CHIL 111
CHIL 121
CHIL 131
BIOL 107
MATH 119 *
PSYC 258 *

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Associate in Arts Degree
Liberal Arts and Sciences with an Emphasis in Social and Behavioral Sciences – Economics**

COURSES REQUIRED FOR THE MAJOR:

ECON 120 *
ECON 121 *

SELECT A MINIMUM OF 12 UNITS:

ACCT 116A *
ACCT 116B *
CBTE 140 *
CBTE 140A *
CBTE 151 *
CBTE 161 *
CISC 181 *
LIBS 101
MATH 119 *
or PSYC 258 *
MATH 121 *
MATH 122
MATH 150 *
MATH 151 *
MATH 252 *
MATH 254 *
MATH 255 *
SPEE 160
or any Foreign Language courses, including AMSL.

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Associate in Arts Degree
Liberal Arts and Sciences with an Emphasis in Social and Behavioral Sciences
Human Development**

COURSES REQUIRED FOR THE MAJOR:

BIOL 107
BIOL 210A
BIOL 210B
PSYC 260 *
CISC 182 *
or CISC 190 *
or CISC 192 *
MATH 119 *
or PSYC 258 *

SELECT A MINIMUM OF 3-4 UNITS TO COMPLETE 18 UNITS FROM:

MATH 121 *
MATH 122
MATH 150 *
MATH 151 *
MATH 252 *
PHIL 101
ANTH 103 *
BLAS 140B *
CHIC 110B
CHIC 141B *
HIST 123
SOCO 101*

* = Offered online

Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010

Associate in Arts Degree
Liberal Arts and Sciences with an Emphasis in Social and Behavioral Sciences – History

COURSES REQUIRED FOR THE MAJOR:

HIST 100
and HIST 101
or HIST 105
and HIST 106
or HIST 109 *
and HIST 110 *
or HIST 115A
and HIST 115B
or HIST 120
and HIST 121
or HIST 150
and HIST 151

SELECT A MINIMUM OF 12 UNITS:

BLAS 140A *
BLAS 140B *
CHIC 110B *
CHIC 141B *
HIST 123

* = Offered online

Major Requirements for Associate Degrees and Certificates

and their online status

Per San Diego Mesa College Catalog, 2009-2010

Associate in Arts Degree

**Liberal Arts and Sciences with an Emphasis in Social and Behavioral Sciences –
Political Science**

COURSES REQUIRED FOR THE MAJOR:

POLI 102

POLI 103

SELECT A MINIMUM OF 12 UNITS:

POLI 101 *

POLI 140

MATH 119 *

or PSYC 258 *

or any Foreign Language course, including AMSL.

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Associate in Arts Degree
Liberal Arts and Sciences with an Emphasis in Social and Behavioral Sciences – Psychology**

COURSES REQUIRED FOR THE MAJOR:

PSYC 101 *
PSYC 258 *

SELECT A MINIMUM OF 12 UNITS:

PSYC 211 *
PSYC 230
PSYC 260 *
BIOL 107
or BIOL 210A
or any Foreign Language course, including AMSL.

* = Offered online

Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010

Associate in Arts Degree
Liberal Arts and Sciences with an Emphasis in Social and Behavioral Sciences
Social Sciences

COURSES REQUIRED FOR THE MAJOR:

- BIOL 200
- or MATH 119 *
- or PSYC 258 *

SELECT A MINIMUM OF 15 UNITS:

- ANTH 102 *
- ANTH 103 *
- CHIC 141A *
- CHIC 141B *
- ECON 120 *
- ECON 121 *
- GEOG 101
- GEOG 102
- HIST 105
- HIST 106
- HIST 109 *
- HIST 110 *
- HIST 115A
- HIST 115B
- POLI 101
- POLI 102
- POLI 103
- SOCO 101 *
- SOCO 110 *

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Associate in Arts Degree
Liberal Arts and Sciences with an Emphasis in Social and Behavioral Sciences – Sociology**

COURSES REQUIRED FOR THE MAJOR:

SOCO 101 *
MATH 119 *
or PSYC 258 *

SELECT A MINIMUM OF 12 UNITS:

CISC 181 *
CBTE 140 *
CBTE 140A *
CBTE 151 *
CBTE 161 *
CBTE 162 *
PSYC 255
SOCO 110 *
SOCO 201
or any Foreign Language courses, including AMSL.

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Certificate of Achievement
Marketing**

COURSES REQUIRED FOR THE MAJOR:

MARK 100
MARK 105
MARK 110
MARK 130
ACCT 116A *
BUSE 100 *
BUSE 101 *
BUSE 119 *
BUSE 140 *
CISC 181 *

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status**

Per San Diego Mesa College Catalog, 2009-2010

**Associate in Science Degree
Marketing**

COURSES REQUIRED FOR THE MAJOR:

MARK 100
MARK 105
MARK 110
MARK 130
ACCT 116A *
ACCT 116B *
BUSE 100 *
BUSE 101 *
BUSE 119 *
BUSE 140 *
BUSE 150 *
CISC 181 *
ECON 120 *
SPEE 135

RECOMMENDED ELECTIVES:

BUSE 201
BUSE 290
FASH 115
MARK 270
PSYC 101

* = Offered online

Major Requirements for Associate Degrees and Certificates
and their online status

Per San Diego Mesa College Catalog, 2009-2010

Associate in Arts Degree
Mathematics – Applied Mathematics Option

COURSES REQUIRED FOR THE MAJOR:

MATH 107 *
MATH 107L *
MATH 108 *
MATH 108L *
MATH 150 *
MATH 151 *
MATH 237 *
MATH 237L *
MATH 245
MATH 252 *
MATH 254 *

RECOMMENDED ELECTIVES:

CISC 150
ENGL 101 *
MATH 095 *
MATH 096 *
MATH 104 *
MATH 108 *
MATH 108L *
MATH 118 *
MATH 119 *
MATH 141 *
MATH 255 *
PSYC 101 *
PHYS 195
PHYS 196
PHYS 125
PHYS 126

OTHER COURSES OFFERED IN MATHEMATICS TO SUPPORT OTHER MAJORS:

MATH 034A
MATH 038 *
MATH 116 *
MATH 121 *
MATH 122
MATH 210A
MATH 210B
MATH 290
MATH 296

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Associate in Arts Degree
Mathematics**

COURSES REQUIRED FOR THE MAJOR:

MATH 150 *
MATH 151 *
MATH 245
MATH 252 *
MATH 254 *

SELECT THREE-FOUR UNITS FROM:

MATH 107 *
and MATH 107L *
or MATH 119 *
or MATH 255 *
or PHIL 101

RECOMMENDED ELECTIVES:

CISC 150
ENGL 101 *
MATH 095 *
MATH 096 *
MATH 104 *
MATH 108 *
MATH 108L *
MATH 118 *
MATH 119 *
MATH 141 *
MATH 237 *
MATH 237L *
MATH 255 *
PSYC 101 *
PHYS 195
PHYS 196
PHYS 125
PHYS 126

OTHER COURSES OFFERED IN MATHEMATICS TO SUPPORT OTHER MAJORS:

MATH 034A
MATH 038 *
MATH 116 *
MATH 121 *
MATH 122
MATH 210A
MATH 210B
MATH 290
MATH 296

* = Offered online

Note: Online offerings are indicated for courses
required for completion of the major only.

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Certificate of Performance
Digital Video**

COURSES REQUIRED FOR THE MAJOR:

- MULT 101 *
- & MULT 112 *
- & MULT 123
- & MULT 137 *

* = Offered online

Major Requirements for Associate Degrees and Certificates
and their online status

Per San Diego Mesa College Catalog, 2009-2010

Certificate of Performance
Multimedia Survey

COURSES REQUIRED FOR THE MAJOR:

MULT 101 *
MULT 112 *
ARTF 150A

SELECT TWO COURSES FROM:

ARTF 150B
or ARTF 152
or ARTF 210A
or MULT 118
or MULT 121 *
or MULT 122 *
or MULT 123
or MULT 127 *
or MULT 137 *
or MULT 139
or MULT 141
or MULT 143

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Certificate of Performance
New Media Publishing**

COURSES REQUIRED FOR THE MAJOR:

MULT 101 *
MULT 112 *
MULT 121 *
CBTE 161 *

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Certificate of Performance
Video Game Development**

COURSES REQUIRED FOR THE MAJOR:

- MULT 116 *
- & MULT 120 *
- & MULT 137 *
- & MULT 139
- & MULT 141

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status**

Per San Diego Mesa College Catalog, 2009-2010

**Certificate of Achievement
Multimedia – 3D Animation and Modeling**

COURSES REQUIRED FOR THE MAJOR:

MULT 101 *
MULT 112 *
MULT 121 *
MULT 123
MULT 127 *
MULT 137 *
MULT 139
MULT 141
MULT 143

SELECT THREE UNITS FROM:

ARTF 150A
or ARTF 150B
or ARTF 152
or ARTF 155A
or ARTF 210A

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Certificate of Achievement
Multimedia – Interactive Media Production**

COURSES REQUIRED FOR THE MAJOR:

MULT 101 *
MULT 112 *
MULT 114 *
MULT 121 *
MULT 123
MULT 127 *
MULT 137 *
CBTE 165 *

SELECT ONE COURSE FROM:

MULT 116 *
or MULT 122 *
or MULT 139
or MULT 141
or MULT 143
or ARTF 150A
or ARTF 150B
or ARTF 151
or ARTF 152

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Associate in Science Degree
Multimedia**

COURSES REQUIRED FOR THE MAJOR:

MULT 101 *
MULT 112 *
MULT 121 *
MULT 123

SELECT EIGHTEEN THROUGH TWENTY UNITS FROM:

ARTF 150A
or ARTF 151
or ARTF 152
or ARTF 210A
or MULT 114 *
or MULT 116 *
or MULT 118
or MULT 120 *
or MULT 122 *
or MULT 127 *
or MULT 137 *
or MULT 139
or MULT 141
or MULT 143
or CBTE 161 *
or CBTE 126 *

RECOMMENDED ELECTIVES:

ARTF 100
ARTF 150A
ARTF 210A
ENGL 101
MULT 114
MULT 118
MULT 127
MULT 137
MULT 139
MULT 141
MULT 143
CBTE 161
CBTE 126
PSYC 101
SPEE 135
CISC 190

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Certificate of Achievement
Physical Sciences General**

COURSES REQUIRED FOR THE MAJOR:

GEOL 100 *
GEOL 101

AT LEAST 4 UNITS FROM THE FOLLOWING:

ASTR 101 *
or ASTR 109
or ASTR 111

AT LEAST 8 UNITS FROM THE FOLLOWING:

CHEM 100 *
or CHEM 100L
or CHEM 130
or CHEM 130L
or CHEM 152 *
or CHEM 152L
or CHEM 200 *
or CHEM 200L
or CHEM 201
or CHEM 201L

AT LEAST 3 UNITS FROM THE FOLLOWING:

GEOG 101
or GEOG 101L
or GEOG 103

AT LEAST 8 UNITS FROM THE FOLLOWING:

PHYS 100
or PHYS 125
or PHYS 126
or PHYS 195
or PHYS 196
or PHYS 197

AT LEAST 8 UNITS SELECTED FROM THE FOLLOWING:

MATH 096 *
or MATH 104 *
or MATH 107 *
or MATH 118 *
or MATH 119 *
or MATH 141 *
or MATH 150 *
or MATH 151 *
or MATH 252 *

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Associate in Science Degree
Physical Sciences General**

COURSES REQUIRED FOR THE MAJOR:

GEOL 100 *
GEOL 101

AT LEAST 4 UNITS FROM THE FOLLOWING:

ASTR 101 *
or ASTR 109
or ASTR 111

AT LEAST 8 UNITS FROM THE FOLLOWING:

CHEM 100 *
or CHEM 100L
or CHEM 130
or CHEM 130L
or CHEM 152 *
or CHEM 152L
or CHEM 200 *
or CHEM 200L
or CHEM 201
or CHEM 201L

AT LEAST 3 UNITS FROM THE FOLLOWING:

GEOG 101
or GEOG 101L
or GEOL 100 *
or GEOL 101

AT LEAST 8 UNITS FROM THE FOLLOWING:

PHYS 100
or PHYS 125
or PHYS 126
or PHYS 195
or PHYS 196
or PHYS 197

AT LEAST 8 UNITS FROM THE FOLLOWING:

MATH 096 *
or MATH 104 *
or MATH 107 *
or MATH 118 *
or MATH 119 *
or MATH 141 *
or MATH 150 *
or MATH 151 *
or MATH 252 *

RECOMMENDED ELECTIVES:

ASTR 101	CHEM 152	CHEM 231L	ENGE 115	GEOG 102	MATH 119	PHYS 125
ASTR 109	CHEM 152L	CHEM 233	ENGE 151	GEOG 290	MATH 141	PHYS 126
ASTR 111	CHEM 160	CHEM 233L	ENGE 200	GEOG 296	MATH 150	PHYS 195
ASTR 290	CHEM 161	CHEM 251	ENGE 210	GEOL 290	MATH 151	PHYS 196
BIOL 107	CHEM 200	CHEM 255	ENGE 250	GEOL 296	PHYN 100	PHYS 197
CHEM 100	CHEM 200L	CHEM 290	ENGE 260	MATH 096	PHYN 101	PHYS 290
CHEM 100L	CHEM 201	CHEM 296	ENGE 270	MATH 104	PHYN 290	SPEE 103
CHEM 130	CHEM 201L	CISC 150	GEOG 101	MATH 107	PHYN 296	
CHEM 130L	CHEM 231	ECON 120	GEOG 101L	MATH 118	PHYS 100	

* = Offered online

Note: Online offerings are indicated for courses required for completion of the major only.

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Associate in Arts Degree
Psychology**

COURSES REQUIRED FOR THE MAJOR:

PSYC 101 *

**PSYCHOLOGY ELECTIVES (AS SELECTED FROM THE TRANSFERABLE PSYCHOLOGY
ELECTIVES OFFERED WITHIN THE DISTRICT AS LISTED BELOW):**

PSYC 111
PSYC 112
PSYC 121
PSYC 123
PSYC 125
PSYC 128
PSYC 135
PSYC 137
PSYC 155
PSYC 161
PSYC 165
PSYC 207
PSYC 211 *
PSYC 230
PSYC 245 *
PSYC 255
PSYC 258 *
or MATH 119 *
PSYC 260 *
PSYC 262
PSYC 270
PSYC 276
PSYC 290
PSYC 296

ANTHROPOLOGY (ONE GE COURSE).

SOCIOLOGY (ONE GE COURSE).

RECOMMENDED ELECTIVES:

ENGL 101
ENGL 105
SPEE 103
or SPEE 135
PHIL 100
PHIL 102A
PHIL 102B
CISC 150

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status**

Per San Diego Mesa College Catalog, 2009-2010

**Certificate of Performance
Real Estate Salesperson Option**

COURSES REQUIRED FOR THE MAJOR:

REAL 101 *

SIX TO SEVEN UNITS TO BE SELECTED FROM THE FOLLOWING:

- REAL 105 *
- or REAL 110
- or REAL 115 *
- or REAL 120 *
- or REAL 125
- or REAL 130
- or BUSE 140 *
- or ESCR 101
- or ACCT 116A *

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010**

**Certificate of Performance
Real Estate Appraisal**

COURSES REQUIRED FOR THE MAJOR:

REAL 101 *

REAL 110

REAL 140

* = Offered online

**Major Requirements for Associate Degrees and Certificates
and their online status**

Per San Diego Mesa College Catalog, 2009-2010

**Certificate of Achievement
Real Estate – Real Estate Broker Option**

COURSES REQUIRED FOR THE MAJOR:

REAL 101 *
REAL 105 *
REAL 110
REAL 115 *
REAL 120 *
REAL 125

SIX TO SEVEN UNITS TO BE SELECTED FROM THE FOLLOWING:

or ACCT 116A *
or BUSE 140 *
or ESCR 101
or REAL 130
or REAL 140

* = Offered online

Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010

Associate in Science Degree
Real Estate

COURSES REQUIRED FOR THE MAJOR:

REAL 101 *
REAL 105 *
REAL 110
REAL 115 *
REAL 120 *
REAL 125
BUSE 119 *

SIX TO SEVEN UNITS TO BE SELECTED FROM THE FOLLOWING:

or ACCT 116A *
or BUSE 140 *
or ESCR 101
or ESCR 111
or REAL 130
or REAL 140

RECOMMENDED ELECTIVES:

ACCT 116A
ACCT 116B
BUSE 140
BUSE 201
ECON 120
ECON 121
ESCR 101
ESCR 111
MARK 100
MARK 105
MATH 119
PSYC 101
REAL 130

* = Offered online

Major Requirements for Associate Degrees and Certificates
and their online status
Per San Diego Mesa College Catalog, 2009-2010

Associate in Arts Degree
Sociology

COURSES REQUIRED FOR THE MAJOR:

SOCO 101 *
SOCO 110 *

SELECT TWELVE UNITS FROM THE FOLLOWING:

SOCO 125
or SOCO 201
or SOCO 270
or ANTH 103 *
or PSYC 101 *

RECOMMENDED ELECTIVES:

ANTH 103
ENGL 101
ENGL 105
FILI 100
HIST 105
HIST 106
MATH 119
PHIL 102A
PHIL 102B
PSYC 101
PSYC 258
SOCO 201
SOCO 270
SOCO 290
SPEE 103
or SPEE 135

* = Offered online