



Board of Trustees

Los Angeles Community College District

ACTION

Com. No. **ISD2**

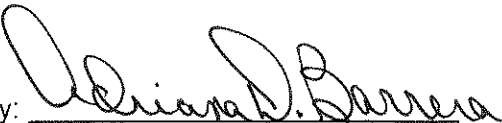
Division: **EDUCATIONAL SUPPORT SERVICES**

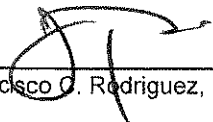
Date: July 9, 2014

Subject: **APPROVE COMMUNITY SERVICES OFFERINGS**

Approve the community services course offerings for Los Angeles Valley College, West Los Angeles College and Los Angeles Harbor College as listed in Attachment 1.

Recommended by: 
Bobbi Kimble, Interim Vice Chancellor

Recommended by: 
Adriana D. Barrera, Deputy Chancellor

Approved by: 
Francisco C. Rodriguez, Chancellor

Community Services Courses 7/9/14

Chancellor and Secretary of the Board of Trustees

By _____ Date _____

Eng _____	Santiago _____
Field _____	Svonkin _____
Moreno _____	Veres _____
Pearlman _____	Jackson _____
	Student Trustee Advisory Vote

Los Angeles Valley College

HEALTH

COURSE NAME	DESCRIPTION
Tap Imagery for a Healthier Life	This course teaches a system that combines two effective techniques: Tapping and Guided Imagery. Students will learn a system that they can use to relive stress, decrease pain, improve sleep, lose or maintain weight and feel better all-around.

HEALTH and GENERAL EDUCATION

COURSE NAME	DESCRIPTION
Gymnasium for the Mind	This course uses fun and challenging improvisational games that will exercise cognitive functions such as memory, attention, comprehension, imagination and problem solving. The games are designed to sharpen instincts, reactivity and mental acuity.

West Los Angeles College

VOCATIONAL

COURSE NAME	DESCRIPTION
Introduction to Fashion Design	Students will learn the cycles and principles of fashion design and the basic skills and knowledge needed to work in the fashion industry.
Dental Hygiene for International Students Workshop	Current dental hygiene topics will be discussed and demonstrated in this workshop designed for international students.
Certificate in Food, Nutrition, and Health	In this certificate program, students will gain a holistic overview of current food and nutrition issues and their impact on physical, social, emotional, and spiritual health.
Certificate in Stress Management	Students will explore the physiological, social, and psychological impacts of stress and study modalities to get stress under control.
Common Core Standards for English Language Arts K-5	Students will gain confidence in applying the Common Core State Standards for English Language Arts (reading, writing, speaking and listening, and language) to the K-5 classroom.

COURSE NAME	DESCRIPTION
Explore a Career in Medical Writing	Take your first step toward a lucrative and rewarding career as a medical writer.
Teaching High School Students	Master the latest teaching strategies to help you reach high school students, including differentiated instruction and classroom management.

HEALTH

COURSE NAME	DESCRIPTION
Happy and Healthy Pregnancy	In this course, students will learn how the stages of pregnancy affect the body, emotions, and budget, and how to prepare yourself and your family to welcome your new baby.

GENERAL EDUCATION

COURSE NAME	DESCRIPTION
Creating a Growth Plan for Your Business	This course provides small-business owners with the tools to prepare a practical growth strategy and achieve the next stage in the small-business development lifecycle.
New Ways To Make Money Starting Tomorrow	Students will learn about new marketplaces that websites and mobile apps created for bringing people together for freelance and temporary work opportunities.
Latin Cardio	This course provides students with a cardio dance workout exercising to hot Latin rhythms of Salsa, Bachata, Cumbia, Reggaeton, Samba, and more.
Advanced Sushi Making	Students will go beyond basic sushi making to learn about knife sharpening and cutting for Nigiri sushi and sashimi using the freshest premium fish of the day.
Fashion Design Day Camp (for children)	Children will learn creative sketching, then design and make their own shirts and jewelry.
Tools4School Academic Camp (for children)	Focusing on Common Core State Standards, students will review material from their past grade level and be introduced to material from their upcoming grade.

COURSE NAME	DESCRIPTION
Sports Medicine Camp (for children)	Students will become familiar with the field of sports medicine and learn about proper nutrition, injury prevention, safe rehabilitation and First Aid and CPR Certification.
Cheerleading Camp (for children)	Students will learn some basic cheerleading routines along with proper breathing, stretching, and tumbling techniques.
Baseball Conditioning	Skill-specific training sessions will help pitchers improve their pitching mechanics and position players develop their swings as they get into condition for baseball.
Feng Shui	Learn the basic principles of Feng Shui, an ancient Chinese practice that allows for balancing the unseen energies of your environment to enhance your health, relationships, financial potential, and more.
Introduction to Nine Star Ki	Students will learn the basic principles of the original root of Asian metaphysics to understand personal strengths and weaknesses and apply it to decision-making.
Romance Writing	This course will teach new or experienced students the necessary skills to write a romance novel that will make readers swoon.

TECHNICAL

COURSE NAME	DESCRIPTION
Advanced CSS3 and HTML5	Students will learn how to use exciting new features in CSS3 and HTML5 to design animated interactive websites for desktops, laptops, and mobile devices.
Advanced Microsoft Excel 2013	Students will master advanced features and functions of Microsoft Excel 2013, including analysis tools, data tables, PivotTables, and conditional formatting.
Intermediate Microsoft Excel 2013	Students will develop Microsoft Excel 2013 skills to the next level and learn about charts, graphs, PivotTables, Slicers, Sparklines, AutoFilter, macros, and other advanced Excel functions.
Introduction to Flash CS6	Students will learn the fundamentals of using Adobe Flash CS6 to create engaging Web pages, mobile apps, Flash movies, animation, graphics, and interactive applications.

COURSE NAME	DESCRIPTION
Introduction to InDesign CC	Students will learn how to use Adobe InDesign CC software to create professional-quality letterhead, brochures, forms, eBooks, business materials and more.
Introduction to InDesign CS6	Students will learn how to use Adobe InDesign CS6, the industry-standard desktop publishing software program, to design professional-quality letterheads, brochures, eBooks, and more.
Introduction to Lightroom 5	Students will learn how to use the tools in Adobe Photoshop Lightroom 5 to organize and edit your images, fine-tune lighting and color, and develop an efficient image processing workflow.
Introduction to Microsoft Project 2013	Students will discover how to effectively plan, implement, manage, and control projects using the world's most popular project management software.
Introduction to QuickBooks 2014	Students will learn to use this powerful accounting software for personal business to create and print invoices, track payables and receivables, and more.
Microsoft PowerPoint 2013 in the Classroom	In this course for teachers, learn how to motivate students and enrich lessons by bringing Microsoft PowerPoint 2013 presentations into the classroom.
Performing Payroll in QuickBooks 2014	Students will learn how to use QuickBooks 2014 to create paychecks, pay taxes, generate forms, and produce dazzling reports.
Photoshop CC for the Digital Photographer	Students will learn how to use Adobe Photoshop Creative Cloud (also called Photoshop CC) to edit and enhance their photographic images.
Photoshop CC for the Digital Photographer II	Students will take photo-editing skills to the next level by mastering Photoshop's advanced features.
Photoshop Elements 12 for the Digital Photographer	Students will learn how to use Adobe Photoshop Elements 12 to successfully edit and fix your photos and digital images.
Photoshop Elements 12 for the Digital Photographer II	Students will master the advanced features of Adobe's Photoshop Elements 12, and learn to edit and enhance digital images, restore old photos, and merge images.
What's New in Microsoft Office 2013	Students will learn the exciting new features of Microsoft Office 2013, including Word, Excel, PowerPoint, Access, Outlook, OneNote, and Publisher.

Los Angeles Harbor College

LITERACY

COURSE NAME	DESCRIPTION
Academic Boot Camp	Students will be assessed individually and work in small groups to promote their growth. Course work will focus on math, reading and grammar skills.
College-Ready Teens	This college-ready teen program promotes growth and confidence through a well balanced mix of coursework that is grade appropriate. Areas of focus include Art, Literature, Pre-Algebra or Algebra, Social Science and Natural Science along with study, test and self-motivating skills.
Advanced Math Tutoring	This course offers advanced math tutoring for Algebra II, Trigonometry, Pre-Calculus or Calculus.

GENERAL EDUCATION

COURSE NAME	DESCRIPTION
Creative Writing for Beginners	Students will learn about the foundation needed to write compelling creative nonfiction, short fiction, and poetry.
How to Break-into the Film and Television Industry	This course will explore the film and TV industry and the first steps students can take to get employed. Learn how to find acting opportunities, the difference between union and non-union work and how to prepare for an audition.
The Craft of Gourd Art	Students will learn to craft gorgeous gourd art using traditional African techniques.
Jewelry Making: Introduction	This course will introduce students to basic techniques in a supportive group learning environment.
Rescue Car Care & Maintenance	Students will learn how to perform simple maintenance, identify potential issues before they become major issues, and how to perform emergency roadside repairs.
Music as Medicine (Expressive Arts Therapy)	This course introduces students to the science behind expressive arts therapy, and the practical applications of music's potential to foster human growth, development and healing.

COURSE NAME	DESCRIPTION
Jewelry Making: Beginning Wire Wrap and Earrings	This course will introduce students to wire wrap techniques used to craft wonderful pieces of jewelry.
Fine Art and Design Camp (for children)	This fun and exciting class will introduce children to various styles and mediums of art.
Money For Life	Students will learn to maximize three major sources for income generation: IRA and 401ks, social security and pensions.
You Haven't Lost Until You Sell, and 5 Other Wall Street Myths	Students will learn about commonly held misconception about money markets and how to best protect, or profit from, these investment instruments.
Financial ABCs	Students will learn how to develop, maintain and protect a financial portfolio.
Wall Street is Broken	This course provides a fundamental working knowledge of the principles of conservative retirement planning and why Wall Street doesn't work the way they tell you it will.

TECHNICAL

COURSE NAME	DESCRIPTION
Blogging Basics	This class will introduce students to affordable and practical uses for blogs as avenue for self-expression and opportunity.
Java Programming: An Introduction to Java Coding	This course teaches students the basics of Java coding and programming. Students will receive a certificate upon successful completion.
Como vender través el Internet con Ebay-(How to Sell on Ebay)	Students will learn how to sell and buy on Ebay. Course instruction is given in Spanish.
Mi Página de Internet (My Webpage)	Students will learn how to build, and maintain their own webpage using HTML Coding. Course instruction is given in Spanish.
Mi iPad (My iPad)	Students will learn how to use iOS and popular iPad apps. Course instruction is given in Spanish.

COURSE NAME	DESCRIPTION
Mi iPhone (My iPhone)	Students will learn how to use iOS and popular iPhone apps. Course instruction is given in Spanish.
Mas Computación Básica (Nivel Dos) [More Computer Basics (Level 2)]	Introduction to computers. This level explores computer applications common to home and the workplace. Course instruction is given in Spanish.

HEALTH

COURSE NAME	DESCRIPTION
Fitness for Kids	Students will learn low-impact exercises to maintain healthy body weight.
Harbor's Healthy Kids Camp (for children)	This class teaches children the fundamentals of staying healthy physically and mentally. Activities include in-class lectures, group games, sports and dance.
Tiny Pros Soccer (for children)	Children will learn about the sport of soccer and develop basic playing skills.
Brit-West Soccer Camp (for children)	Children will develop individual soccer skills through training exercises and small sided games.
Summer Saturday Fitness	This course is designed to help individuals produce positive results, increasing strength endurance and muscle toning.

VOCATIONAL

COURSE NAME	DESCRIPTION
Business English for Professionals	In this month-long course, students will review foundational English and composition practices to develop stronger skills as business writers.
Making a Living as an Artist	This workshop is designed for new or experienced artists who wish to earn a living with their artistic talents.
Business Research Certificate	Students will learn skills needed to succeed in researching and utilizing the best and most appropriate data for decision making.
Certificate in Customer Research	Students will learn customer research methodology and applications.

COURSE NAME	DESCRIPTION
Entrepreneurship Certificate	Students will learn how to develop a business plan and the fundamentals of starting a new business.
LEED Green Associate Exam Preparation	This course covers the fundamental concepts of green building and is intended for design, construction and real estate professionals, building owners.
Dementia Care	This course provides essential knowledge and understanding about neurological diseases that affect cognition and memory, and practical application of effective skills for supporting persons with dementia.
Managing Social Media Platforms Certificate	Students will develop an understanding of popular social networks and practical, how-to techniques to integrate social networks into organization or business projects.