Board of Trustees Agenda Item

Board Meeting Date: January 5, 2010

Title of Item:
Approval of Non-Credit Program: Geriatric Home Aide

Background and Analysis:

Foothill seeks board approval for application to the State Chancellor's Office for the Certificate of Completion, Geriatric Home Aide. This certificate is made up of NCVS 400 and 401 for a total of 104 hours of instruction.
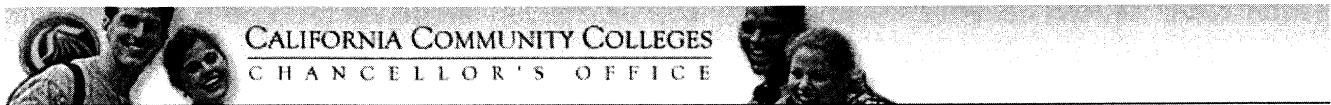
This program is designed to provide practical skills and knowledge for entry-level students interested in a career as a geriatric home aide. Prepares students to provide care to ambulatory elderly patients in their own homes, under the supervision of a registered nurse. Course curriculum is focused on basic nursing needs, safety considerations, and nutrition needs for the geriatric patient population.

This new certificate has been approved by Foothill's curriculum committee.

Recommendation: (specify if information only)
Foothill administration recommends approval of the Non-Credit: Geriatric Home Aide certificate.

Submitted by:	Denise Swett
Additional contact names:	Judy Miner
Is backup provided?	Yes.

CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

Noncredit Program Application
Career Development and College Preparation
(Section 55151 – SB 361 Enhanced Funding)

College: Foothill College
District: Foothill-DeAnza Community College District

< < RETURN TO INSTRUCTIONS

Thank you. Your application has been successfully submitted.

EDIT | **PRINT THIS PAGE**

App Confirmation No. **091209202724**   Date: **12/09/2009**

Contact Person:

First Name:	**Denise**	Last Name:	**Swett**
Title:	**Associate Vice President**	Email:	**swettdenise@foothill.edu**
Phone:	**650-949-6952** Ext:	Fax:	**650-949-6979**

1. Certificate Title: **Certificate of Completion in Geriatric Home Aide**

Certificate TOP Code: **1230.80**   Total Instructional Hours: **104**

2. Certificate is designed to result in a:

- Noncredit Certificate of Completion leading to improved employability or job opportunities; or
- Noncredit Certificate of Competency in a recognized career field articulated with degree-applicable coursework, completion of an associate degree or transfer to a baccalaureate institution.

   YOUR RESPONSE:
- **Noncredit Certificate of Completion leading to improved employability or job opportunities**

3. Certificate's primary eligibility category:

- Short-Term Vocational programs with high employment potential;
- Elementary or Secondary Basic Skills;
- Workforce preparation in the basic skills of speaking, listening, reading, writing, mathematics, decision-making, and problem-solving skills that are necessary to participate in job-specific technical training;
- English as a Second Language (ESL) or Vocational English as a Second Language (VESL).

   YOUR RESPONSE:
- **Short-Term Vocational programs with high employment potential;**

4. (Short-term vocational programs only) Please provide evidence of high employment potential:

- a. Area of instruction is on list of Occupational Titles with High Employment Potential Areas as defined by EDD.
   (**http://www.cccco.edu/divisions/esed/aa_ir/NONCREDIT/noncredit_attachments /Occupational%20Titles%20for%20Noncredit%20Courses.xls.**)
- b. Current labor market or job availability data/research and identified data source are attached with an explanation of how the data is verified. *(Select an EDD contact and upload Labor Market information.)*

   YOUR RESPONSE:
- **a. Area of instruction is on list of Occupational Titles with High Employment Potential Areas as defined by EDD.**
   (**http://www.cccco.edu/divisions/esed/aa_ir/NONCREDIT/noncredit_attachments /Occupational%20Titles%20for%20Noncredit%20Courses.xls.**)

- o **31-1011 | Home Health Aides**
- o **31-1011 | Home Health Aides**

5. Certificate Program Requirements:

	# of Courses	# of Hours
a. Total core requirements:	2	104
b. Total elective requirements:	0	0

6. Provide a description and discussion of how the program or sequence of courses will prepare the student for improved employability or job opportunities or to successfully complete college courses for a recognized career field, to complete an associate degree, or to transfer to a baccalaureate institution. (1,000 character limit)

YOUR RESPONSE:
Completion of this program will qualify student to become employed as a Geriatric Home Aide

7. Certificate courses:

	Course Control No.	Course ID	Course Title	DED Code CB22	TOP Code	Curriculum Committee Approval Date	Governing Board Approval Date	Previously Approved by The System Office	Core hours	Elect Hours	Cert Hours
1	FHNCSV400	NCSV 400	Geriatric Home Aide Basics	I	1230.80	10/20/2009	12/07/2009	NO	60	0	60
2	FHNCSV401	NCSV 401	Geriatric Home Aide Nutrition	I	1230.80	10/20/2009	12/07/2009	NO	44	0	44

8. Uploaded Course Outlines.

- **422.091209202724.05_ncsv_400_final.pdf**
- **422.091209202724.05_ncsv_401.pdf**

Application Confirmation Number: 091209202724

Certificate Title:	**Certificate of Completion in Geriatric Home Aide**	Date:	**12/09/2009**

9. Signature Page:

- All new courses have been approved by the local curriculum committee and governing board in accordance with Title 5, §55002 (c) and form CCC-456 and course outlines have been submitted to the System Office.
- The related certificate has been approved by the local governing board.
- The related certificate is pending local governing board approval.

YOUR RESPONSE:
- **All new courses have been approved by the local curriculum committee and governing board in accordance with Title 5, §55002 (c) and form CCC-456 and course outlines have been submitted to the System Office.**
- **The related certificate has been approved by the local governing board.**

Foothill College

Date		Typed Name
12/10/09	Chair, Curriculum Committee	Carolyn Holcroft
12/10/09	Chief Instructional Officer	Shirley Barker (Acting)
11 DEC 2009	President, Academic Senate	Dolores Davison