Sept 08, 2014

To: Evelyn V. Gibb-Fruen
Associate Dean, Academic Affairs

Via: Letupu Moananu
Dean, Academic Affairs

Cc: Michael Leau
Dean, Trades & Technology Department

From: Frederick R. Suisala
Chairperson, Trades & Technology Department

RE: Proposed Addendum for TTD Programs for the ASCC General Catalog 2014-2016

Following your advice in reviewing the *ASCC General Catalog 2014-2016* we have found errors that needed to be corrected and in addition to missing Course Alpha’s and Course Description’s for the Architectural Drafting Technology (ADT) program to the *ASCC General Catalog 2014-2016* as follows:

- **Errors:**
  - **Pg. 104:**
    - Incomplete Course Description – ADT 230 – Advanced Architectural Drafting (4)
      - **Prerequisite:** ADT 150
        - This course is an advanced architectural structural drafting using wood, reinforced concrete, stone and structural engineering. Practical experience in designing eight unit
    - Correction to Course Description - ADT 230 – Advanced Architectural Drafting (4)
      - **Prerequisite:** ADT 150
        - This course is an advanced architectural structural drafting using wood, reinforced concrete, stone and structural engineering. Practical experience in designing eight unit apartment buildings, specifications, estimating and architectural models.
Incorrect COP Title:

CERTIFICATE OF PROFICIENCY IN INFORMATION COMMUNICATION TECHNOLOGY - ELECTRONIC OFFICE

Correction COP Title:

CERTIFICATE OF PROFICIENCY IN INFORMATION COMMUNICATION TECHNOLOGY - ELECTRONIC OFFICE OPTION

• Insert for Missing Course Alpha and Course Description for the Architectural Drafting Technology (ADT) program in ASCC General Catalog 2014-2016 for:

1 ADT 251 – Electrical Structural Designs (4)
   Prerequisite: ADT 140
   This course will help students majoring in Architectural Drafting to design electrical plans for local houses, draw electrical plans, understand electrical terms, use electrical symbols and notes, interpret GFCI and know how to use it, determine the total amount of VA for kitchen, dining, and garage; calculate each circuit, and do the calculation to determine the size of the house panel.

2 ADT 260 Advanced AutoCAD (4)
   Prerequisite: ADT 150
   This course is designed specifically for students who wish to pursue computer aided drafting and design areas of study or who wish to gain employment in the field. Extensive hands-on practical drafting and design projects are undertaken by the student.

3 ADT 280 Elements of Structural Drawing (3)
   Prerequisite: ADT 160
   This course is focused in practical and theoretical structural engineering procedures and testing through discussion and application forces, movement, deflection, tension, and mechanical advantage.

4 BPR 200 Blueprint Reading (3)
   Basic blueprint reading and interpretation is presented in lecture/laboratory hands on setting.

• Removal of ICT 270 – Advanced Office Applications from CERTIFICATE OF PROFICIENCY IN INFORMATION COMMUNICATION TECHNOLOGY-ELECTRONIC OFFICE OPTION per advisement from Dean Leau as discussed.

Respectfully,

2