

Instructional Programs—Associate Degrees, Certificates, Transfer

Office of Instruction

Vice President: Marilyn McBride
 Administrative Secretary: Patricia Tyler
 Administrative Analyst: Jose Peña
 Office: Building 8, Room 306
 Phone: (650) 306-3353
 Email: caninstruct@smccd.net
 Web: www.canadacollege.edu/office_of_instruction

The Office of Instruction is responsible for overall curriculum and program development, administration and supervision of the college's instructional program. Programs are offered by one of the four divisions listed below. On the following pages, in alphabetical order, is a complete description of each program's major requirement.

Business and Workforce Development Division

Dean: Linda Hayes
 Staff Assistant: Jonna Pounds
 Accounting Technician: Peter Tam
 Office: Building 13, Room 105
 Phone: (650) 306-3201
 Email: canbusiness@smccd.net
 Web: www.canadacollege.edu/business

Programs are offered at two locations: main campus and the Menlo Park/OICW Center.

Courses and Programs:

- Accounting
- Architecture
- Athletics - Varsity
- Business Administration
- Business Management
- Computer Business Office Technology
- Computer Information Technology
- Cooperative Education
- Early Childhood Education/Child Development
- Economics
- Education
- Fashion Design
- Human Services
- Interior Design
- Medical Assisting
- Multimedia
- Paralegal
- Physical Education - Team Sports, Individual Sports, Fitness, Dance
- Real Estate
- Small Business

Humanities Division

Dean: Kuni Hay
 Staff Assistant: Joan Murphy
 Office Assistant: Gloria Peña-Bench
 Office: Building 3, Room 205
 Phone: (650) 306-3336
 Email: canhumanities@smccd.net
 Web: www.canadacollege.edu/humanities

Courses and Programs:

- Art
- CBET (Community-Based English Tutoring)
- English
- English Institute/English as a Second Language
- Foreign Languages
- History
- Music
- Philosophy
- Political Science
- Psychology
- Social Science
- Sociology
- Speech Communication
- Theater Arts

English as a Second Language (ESL) courses are offered through the English Institute. There are no majors or transfer programs available in ESL.

Science and Technology Division

Dean: vacant
 Staff Assistant: Georgia Clark
 Office: Building 18, Room 109
 Phone: (650) 306-3291
 Email: canscitech@smccd.net
 Web: canadacollege.edu/science

Courses and Programs:

- Anthropology
- Astronomy
- Biological Sciences
- Health Science
- Chemistry
- Computer Information Systems
- Engineering
- Geography
- Geology
- Mathematics
- Oceanography
- Paleontology
- Physics
- Radiologic Technology

University Center and Academic Support Services Division

Interim Dean: Jeanne Gross
Staff Assistant: Robert Haick
Program Director: Ileana Gadea
Administrative Assistant, Student Services: Debbie Joy
Office: Building 22, Room 101
Phone: (650) 306-3399
Email: caninstrucserv@smccd.net
Web: www.canadacollege.edu/support_services

Courses and Programs:

- Disabled Student Program & Services (DSPS)
- Extended Opportunity Programs & Services (EOPS)
- Learning Center
- Library
- University Center



Instructional Programs—Associate Degrees, Certificates, Transfer Programs

Area of Study	Certif.	AA	AS	Trans
Important: Associate degree and certificate programs have additional college requirements beyond the major. See pages 33–34 for the complete requirements for the associate's degree and certificates.				
ACCOUNTING	•		•	•
ANTHROPOLOGY		•		•
ART		•		•
BIOLOGY Biology with Emphasis in Health Sciences			• •	•
BUSINESS ADMINISTRATION	•		•	•
BUSINESS/CORPORATE MEETING PLANNER	•			
BUSINESS MANAGEMENT Human Resources Management/Supervision Business Management/Retail (WAFC) Small Business	• • •		• •	
COMPUTER BUSINESS OFFICE TECHNOLOGY General Office Administrative Assistant Administrative Support Assistant	• • •		• •	
COMPUTER INFORMATION SCIENCE			•	•
COMPUTER INFORMATION SYSTEMS	•			
COMPUTER INFORMATION TECHNOLOGY Home Office/Small Business Computer Security IT: Network / Tech Support IT: UNIX	• • •		• •	
EARLY CHILDHOOD EDUCATION/CHILD DEVELOPMENT Family Development Early Childhood Education/Child Development	• •		•	•
ECONOMICS		•		•
ENGINEERING			•	•
ENGLISH		•		•
FASHION DESIGN Technical (Apparel Industry Oriented) Custom Dressmaking/Small Business Oriented Theater Costuming	• • •		• • •	•
GEOGRAPHY		•		•
HISTORY		•		•
HUMAN SERVICES Promotor Education & Employment Family Development Community Health Worker	• • •		•	•

Area of Study	Certif.	AA	AS	Trans
Important: Associate degree and certificate programs have additional college requirements beyond the major. See pages 33–34 for the complete requirements for the associate's degree and certificates.				
INTERIOR DESIGN Green/Sustainable Design Residential & Commercial Kitchen & Bath	• • • •		•	•
LIBERAL ARTS		•		
MATHEMATICS				•
MEDICAL ASSISTING Administrative Medical Assistant Medical Coding Specialist Clinical Medical Assistant Medical Assisting Medical Billing Specialist Medical Transcription	• • • • • •		• • •	
MULTIMEDIA Graphic Design Web Design	• • •	•		•
MUSIC		•		•
NURSING				•
PARALEGAL	•		•	
PHILOSOPHY		•		•
PHYSICAL EDUCATION Physical Education Fitness Specialist Emphasis	•	•		•
PHYSICAL SCIENCES Chemistry Physics			• •	• •
PHYSICAL THERAPY				•
POLITICAL SCIENCE		•		•
PSYCHOLOGY		•		•
RADIOLOGIC TECHNOLOGY			•	
REAL ESTATE	•			
SOCIAL SCIENCES		•		•
SOCIOLOGY		•		•
SPANISH		•		•
SPEECH		•		•
THEATER ARTS		•		•
UNIVERSITY STUDIES		•		