



**The Art Institute
of CaliforniaSM • Hollywood**

Formerly California Design College

CATALOG ADDENDUM

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MISSION, VALUES, VISION, OBJECTIVES

Mission:

To provide postsecondary education programs that will prepare students for entry-level employment in their chosen fields through market-driven curricula.

Values:

- We believe in quality and excellence in creative, learner-centered education.
- We believe that serving our students is our priority.
- We believe that education is a partnership between the school, the faculty, and the student that requires open communication, personal responsibility, integrity, and active participation.
- We support the creative diversity of our students and share in the development of their artistic and academic potential.
- We believe in industry-relevant curricula that prepare students to contribute positively to the business community.
- We believe in a culture of learning is built on leadership, teamwork, accountability, and cooperation.
- We believe in training, growth, and advancement opportunities for our employees and recognizing individual responsibility, ownership, and accomplishment.

Vision:

The Art Institutes strive to be the leaders in career-focused, creative education in California.

Objectives:

Each Art Institute of California- Hollywood student is expected to attain a body of theoretical and practical knowledge appropriate to their degree objective in their chosen field. This proficiency is demonstrated through measurable student-learning outcomes specified in the outline of each course of each program. In our programs, students are not only expected to demonstrate an understanding of specific courses but also to develop critical and analytical learning skills together with educational values that contribute to lifelong learning.

ADMINISTRATION

Gregory J. Marick President

Karen Nowak Dean of Academic Affairs

Melissa Romero Senior Director of Admissions

Nate Gamb Dean of Student Affairs

Kate Guerrero Director of Career Services

Peter Argo Director of Human Resources

Terry Bailey Academic Department Director: Web Design & Interactive Media

Aleta Campbell Academic Department Director: Fashion Design and Fashion Marketing & Management

Adis Ceballos Director of Student Financial Services

Liesbeth Kok Director of Accounting

Gary LaVasser Academic Department Director: Set & Exhibit Design

Mark Lewison Academic Department Director: Interior Design

Lorena Lopez Registrar

Sarah Peck Director of Institutional Effectiveness

Barry Wong Associate Director of Technology

TUITION AND FEES¹

Tuition is currently charged at **\$483 per credit**. Tuition and fees effective **October 1, 2008**. Currently tuition and fees applicable to The Art Institute of California- Hollywood programs are as follows:

Bachelor's Degree Programs

	Fashion Design (B.F.A.)	Fashion Marketing & Management (B.S.)	Graphic Design (B.S.)	Web Design & Interactive Media (B.S.)	Interior Design (B.S.)	Visual Effects & Motion Graphics (B.S.)	Set & Exhibit Design (B.S.)
Tuition per Quarter (16 credits)	\$7,728.00	\$7,728.00	\$7,728.00	\$7,728.00	\$7,728.00	\$7,728.00	\$7,728.00
Annual Tuition ²	\$23,184.00	\$23,184.00	\$23,184.00	\$23,184.00	\$23,184.00	\$23,184.00	\$23,184.00
Total Tuition/Fees for Program ³	\$92,736.00	\$92,736.00	\$92,736.00	\$92,736.00	\$92,736.00	\$92,736.00	\$92,736.00
Starting Kit ⁴	\$1,155	\$1020	\$1045	\$1045	\$1110	\$1105	\$1110
Transitional Studies Charges ⁵	\$1,449.00	\$1,449.00	\$1,449.00	\$1,449.00	\$1,449.00	\$1,449.00	\$1,449.00

Bachelor's Degree Programs (continued)

	Game Art & Design (B.S.)	Media Arts & Animation (B.S.)	Digital Filmmaking & Video Production (B.S.)	Visual & Game Programming (B.S.)	Industrial Design (B.S.)	Culinary Management (B.S.)	Digital Photography (B.S.)
Tuition per Quarter (16 credits)	\$7,728.00	\$7,728.00	\$7,728.00	\$7,728.00	\$7,728.00	\$7,728.00	\$7,728.00
Annual Tuition ²	\$23,184.00	\$23,184.00	\$23,184.00	\$23,184.00	\$23,184.00	\$23,184.00	\$23,184.00
Total Tuition/Fees for Program ³	\$92,736.00	\$92,736.00	\$93,036.00 (additional \$300 lab fee for this Program is included)	\$92,736.00	\$92,736.00	\$92,736.00	\$92,736.00
Starting Kit ⁴	\$1020	\$1020	\$670	\$1020	\$1195	\$1155	\$1225
Transitional Studies Charges ⁵	\$1,449.00	\$1,449.00	\$1,449.00	\$1,449.00	\$1,449.00	\$1,449.00	\$1,449.00

Associate of Science Degree Programs

	Fashion Design (A.S.)	Fashion Marketing (A.S.)	Graphic Design (A.S.)	Web Design & Interactive Media (A.S.)	Culinary Arts (A.S.)	Digital Photography (A.S.)
Tuition per Quarter (16 credits)	\$7,728.00	\$7,728.00	\$7,728.00	\$7,728.00	\$7,728.00	\$7,728.00
Annual Tuition ²	\$23,184.00	\$23,184.00	\$23,184.00	\$23,184.00	\$23,184.00	\$23,184.00
Total Tuition/Fees for Program ³	\$54,096.00	\$54,096.00	\$54,096.00	\$54,096.00	\$54,096.00	\$54,096.00
Starting Kit ⁴	\$1155	\$1020	\$1045	\$1045	\$1155	\$1225
Transitional Studies Charges ⁵	\$1,449.00	\$1,449.00	\$1,449.00	\$1,449.00	\$1,449.00	\$1,449.00

¹A separate financial plan exists which complies with Regulation Z of the Truth in Lending Act.

²Annual tuition costs are based on an academic year of three quarters and an average of 16 quarter credits for Bachelor's and Associate of Science degree programs.

³NOT including Starting Kit or Transitional Studies charges. Total tuition costs based on 192 credits for Bachelor's degree programs and 112 credits for Associate of Science degree programs. Includes \$50 application fee and \$100 enrollment fee. Total tuition is based on the current credit hour rate. Total cost will increase with each per credit hour tuition increase.

⁴The starting kit is optional and consists of basic equipment, first quarter text books and materials needed for the first quarter classes. Refer to the Catalog for a listing of suggested first quarter courses. The materials in the supply kit may be purchased at art and/or industry supply stores. Text books may be purchased at the school or from text book suppliers

⁵Transitional Studies courses are in addition to the normal program of study. Transitional Studies charges are based on the current per credit hour rate at 3 credits per course.

The student is responsible for tuition and fees pertaining to the program's required course of study. The tuition and fees contained in the Enrollment Agreement are subject to change. The per credit hour rate is subject to an increase at least once per calendar year which will increase the total amount for the program. The adjustment to the per credit hour rate may occur before the student begins classes and the student's program will be calculated using the new rate. Any changes to tuition and fees will be published to the students.

Each school quarter is typically 11 weeks.

Average Costs of Consumable Supplies by Program

	Fashion Design	Fashion Marketing & Management	Graphic Design	Web Design & Interactive Media	Interior Design	Visual Effects & Motion Graphics	Set & Exhibit Design
Supplies	\$125	\$80	\$80	\$50	\$125	\$50	\$125
Textbooks	\$160	\$225	\$110	\$150	\$225	\$150	\$225

Average Costs of Consumable Supplies by Program

	Digital Filmmaking & Video Production	Digital Photography	Game Art & Design	Industrial Design	Media Arts & Animation	Visual & Game Programming	Culinary
Supplies	\$100	\$80	\$80	\$50	\$100	\$50	\$100
Textbooks	\$160	\$225	\$110	\$150	\$225	\$150	\$225

ADDITIONAL FEES FOR ALL PROGRAMS

- **Student Activities Fee:** A one-time fee of \$50.00 for Bachelor's students and \$35.00 for Associate's students will be charged in the first quarter.
- **Auditing a Class:** Bachelor's and Associate of Science degree program courses may be audited at a cost of \$876.00 for a 2-credit course, \$1,314.00 for a 3-credit course, or \$1,752.00 for a 4-credit course per quarter.
- **Repeated Courses:** Students will pay full cost of tuition for any repeated course.
- **Interest on Outstanding Balances:** The student understands and agrees that he/she will be liable for interest charges that will be assessed on his/her account balance until the balance is paid in full. Interest will be charged at 12% per annum on the student's adjusted outstanding balance at the end of each month. The adjusted outstanding balance is defined as all charges incurred by the student for attendance at the school at the end of the prior month, including but not limited to tuition, fees, housing charges, late registration fees, fines, damages, etc., less the total amount paid to the student's account at the end of the current month, including financial aid that the student has been awarded but has not been paid for the quarter provided that the student and/or the student's parent(s) have completed all of the requirements for the award. The student understands and agrees that his/her adjusted outstanding balance is different from his/her student payment plan, and that the student's financial aid award may be reduced or eliminated if the student does not complete all of the requirements for financial aid.
- **Returned Check Fee:** If a student makes any payment by check to the school (including for purchases at the student store) which is subsequently returned for any reason, the student's ledger card will be charged a \$15 returned payment fee.
- **Other Fees.** If a student has any outstanding fees to due to the library, the student's ledger card may be charged directly. Such fees may include but are not limited to late fees, unreturned school property, and damaged, lost or stolen property. A list of fees is available in the library.

REQUEST FOR TRANSCRIPTS

Requests for official or unofficial student transcripts will only be processed if the student is in good financial standing with the school. Transcripts requests will not be processed for students with past due accounts.

STUDENT FINANCIAL SERVICES

The Art Institute of California – Hollywood is eligible for financial aid and participates in the following programs in addition to the programs listed in the school catalog.

- **Other Agencies**
Some students are eligible for aid administered outside of the school such as the Workforce Investment Act (WIA), Rehabilitation Programs, Department of Veterans Affairs Benefits, community organization scholarships, and company reimbursement plans. The Student Financial Services Department can assist students applying for external sources of financial aid.

Institutional Grant

Students who apply and are accepted for admission are eligible to receive an institutional grant which is awarded to students who demonstrate financial need. To apply for an institutional grant students must submit an application which is available in the Student Financial Services office.

Portfolio Scholarship

Prospective students who apply and are accepted for admission are eligible to apply for a portfolio scholarship. Up to four (4) scholarships per year will be awarded to students entering The Art Institute of California- Hollywood for the first time. Scholarships are awarded based on the quality of portfolios submitted by new students as judged by the school's scholarship committee.

General Award Criteria:

- Applying Art Institute of California- Hollywood students must submit their portfolio containing work created by the student by the stated deadline along with a completed application.
- Judging of submissions will focus on quality and originality of work and demonstrated technique. All work must be the original work of the artist.
- Students must be registered and actively attending classes in the quarter immediately following notification of the award.

POLICIES AND PROCEDURES FOR VERIFICATION

The Art Institute of California- Hollywood has developed the following policies and procedures in accordance with federal financial aid regulations:

1. Only students who have been selected will have their application information verified and will be required to submit supporting documentation. In most cases, the required documentation consists of a completed verification worksheet and a signed United States income tax return from the prior year.
2. The Art Institute of California- Hollywood will inform students of the required documentation that is missing. The school will use as its reference the most recent verification guide supplied by the United States Department of Education. At that time, the student will be informed of the time parameters and the consequences of not completing the verification cycle. The school will notify the student of the result of verification and any other documentation needed. The school will assist the student in correcting any information that is inaccurate and will notify any student whose award changes via Award Letter.
3. If the student supplies inaccurate information on any application and refuses to correct it after being counseled by the school, the school will refer this case to the United States Department of Education for resolution. Unless required by the United States Department of Education, no Financial Aid will be disbursed to the student.
4. The Financial Aid file must be documented with the date that verification is completed. Loan checks are not to be released prior to this date.
5. No Pell Grant or FSEOG funds will be disbursed prior to the completion of verification.
6. Federal Stafford Student Loan applications may be certified by the school prior to the completion of verification. However, the funds may not be received until verification is complete.
7. Students eligible to receive a Federal Pell Grant will have until 60 days after his/her last day of attendance or end of the academic year, whichever is earlier, to complete verification. However, in the interim, the student must have made arrangements with the school for payment of all tuition and fees due or risk termination from school. After the passage of the aforementioned period, all Financial Aid that might have been due is forfeited.

SECONDARY CONFIRMATION PROCEDURES

In accordance with current federal regulations, The Art Institute of California- Hollywood has established the following procedures relative to the secondary citizenship confirmation process for Title IV financial aid applicants who have indicated that they are eligible non-citizens or permanent residents of the United States. If the primary confirmation process does not confirm eligible Title IV applicant status, the student must submit reasonable evidence of eligible status. All students who report eligible status, but whose eligible status is not confirmed by the Central Processing System output document, will follow the procedures listed below:

1. Students have 30 days from the date that the school receives the output document to submit documentation of eligible non-citizen status.

2. Students must submit documentation of their legal permanent status to the Student Financial Services Office. This documentation must be current, official, and legible.
3. The school will initiate secondary confirmation within 10 business days of receiving both output documents and student's immigration status documents.
4. The school will not make the decision regarding "eligible non-citizen" status without the student having the opportunity to submit documentation supporting a claim for eligibility during the 30-day period.
5. Failure to submit the documentation by the deadline prevents the school from disbursing any Title IV funds or certifying the student as eligible for any Title IV funds.

POLICIES FOR STUDENTS WHO BEGIN AT MID-QUARTER

- **Length of Term**
The first academic quarter is approximately 5 weeks in duration.
- **Kit Return Policy**
Students who leave school during the first three weeks of the mid-quarter session may return the starting kit and/or individual components of the kit within ten days of his/her last date of attendance.
- **Schedule Adjustment Period**
The schedule adjustment period begins on the first day of the mid-quarter session start (fourth day of Week 6) and concludes at the end of the day on the following Saturday (last day of Week 6). If you drop or add one or more classes, your financial aid eligibility may change. Please see a financial aid officer before adding or dropping a class.
- **Return of Title IV Funds**
The Return of Title IV Calculation as described in the Enrollment Agreement for the mid-quarter session will apply using the mid-quarter start and end dates.

PLACEMENT IN TRANSITIONAL STUDIES

The Art Institute of California Hollywood is committed to student success. Recognizing that students come to the school with different strengths and skill sets, The Art Institute of California - Hollywood administers the ACCUPLACER assessment to help determine student academic preparation in math and English. To ensure placement in the appropriate math and English courses, new students are required to take ACCUPLACER. Based on the results, students may be required to take one or more Transitional Studies courses which must be completed in order for students to progress in their program of study.

Credits earned in Transitional Studies do not count toward the total number of credits required for graduation, nor do they count in the calculation of Cumulative Grade Point Average (CGPA). However, such credits do count in determining maximum time frame and Incremental Completion Rate (ICR). Transitional Studies courses may be individually attempted no more than three times. Failure to pass this course within three attempts will result in academic termination.

Students who have applied and accepted for admission are encouraged to take the ACCUPLACER assessment at The Art Institute of California - Hollywood before classes begin. Students who do not take the ACCUPLACER assessment before the start of their first quarter at The Art Institute of California - Hollywood and who are not granted exceptions per the following criteria, will be automatically enrolled in Transitional Studies courses.

Exceptions will be granted to students with:

1. Transferable college credits in 100-level (or higher) math and/or English courses with grades of "C" or higher.

2. Scores of 450 or higher on the verbal portion of the SAT and/or 400 or above on the math portion.
3. Advanced Placement (AP) scores of 3 or higher in math and/or English.
4. A score of 50 on the CLEP exam in math and/or English.

MILESTONES AND EVALUATION POINTS FOR SATISFACTORY ACADEMIC PROGRESS

Academic Standards for Degree Programs:

1. At the end of second quarter (or the fifth session for mid-session starts), students must achieve a CGPA of 1.0 and an ICR of 33.33%. Anything below these milestones will result in **probation**.
2. At the end of third quarter, students must attain a CGPA of 1.0 and an ICR of 33.33%. Anything below these milestones will result in **dismissal**.
3. At the end of third quarter, students with a CGPA under 1.5, but at least 1.0 and/or an ICR below 50%, but at least 33.33% will be placed on **probation**.
4. At the end of sixth quarter, students must accomplish a CGPA of 2.0 and an ICR of 66.67%. Anything below these milestones will result in **dismissal**.
5. While we are bound by Department of Education requirements that a student be dismissed after his or her sixth quarter if the CGPA is below 2.0 and/or the ICR is below 66.67%, we are allowed to place a student on probation in subsequent quarters if the CGPA falls below 2.0, but is at least 1.8, and/or the ICR falls below 66.67%, but is at least 60%. If the student is put on probation, the student will have to attain both a CGPA of 2.0 and an ICR of 66.67% at the end of the next evaluation point or be **dismissed** (note: evaluation points occur every other quarter after sixth quarter). This can only happen once after sixth quarter.
6. At any evaluation point after sixth quarter, a student with a CGPA below 1.8 and/or an ICR below 60% will be **dismissed**.
7. Students may not attempt more than 150% of the credits in their programs; anything in excess of 150% of the credits will result in **dismissal**.
8. Failure to complete courses successfully, for any reason may negatively affect academic progress. Failing courses or withdrawing from courses could result in the loss of financial aid.
9. **Transitional Studies Courses are based on the results of the academic placement test. Like any course, students must successfully complete such courses in order to progress in the program. Transitional studies course credits do not count towards the total number of credits for graduation nor do they count in the CGPA; however, they do count in determining the maximum time frame and the incremental completion rate. Transitional studies courses may be individually attempted no more than three times. Failing or withdrawing from a transitional studies course three times will result in dismissal.**
10. If a student appeals and is denied the appeal, he or she must remain out of school until one year after the quarter in which the appeal was denied. The student can then request an additional appeal for reinstatement, but would have to demonstrate accomplishments or changes that show a degree of college readiness that reliably predict success. Should the student have his or her appeal denied a second time, the student will be **permanently dismissed** from the Institute. If the student's appeal is granted, he or she will be placed on **probation** at the start of the term, and would be required to attain CGPA and ICR milestones by the next evaluation point. Failure to do so will result in a **permanent dismissal**. The student would do this through the reentry process.

Other Standards of Academic Progress:

11. Following is a comprehensive list of events that indicate there may be a Mitigating Circumstance which has negatively impacted academic progress:

- a. Death of an immediate family member
- b. Student illness requiring hospitalization (this includes mental health issues)
- c. Illness of an immediate family member where the student is a primary caretaker
- d. Illness of an immediate family member where the family member is the primary financial support
- e. Abusive relationships
- f. Divorce proceedings
- g. Previously undocumented disability
- h. Work-related transfer during the term
- i. Change in work schedule during the term
- j. Natural disaster
- k. Family emergency
- l. Financial hardship such as foreclosure or eviction
- m. Loss of transportation where there are no alternative means of transportation
- n. Documentation from the School Counselor and/or a Professional Counselor

The Dean of Academic Affairs is responsible for determining the appropriateness of the mitigating circumstance in regards to severity, timeliness, and the student's ability to avoid the circumstance. Student life issues and making the transition to college are not considered mitigating circumstances under this policy since students have at least three quarters in a degree program to adjust to college life.

Documentation from a school or professional counselor should not breach the student/counselor relationship. A memorandum or letter on school or organizational letterhead indicating a counselor's opinion that student issues are contrary to satisfactory academic progress will suffice as proof of mitigating circumstances.

12. Grades achieved in repeated classes will replace grades of 'F', 'W', or 'WF'. Grades of 'F', 'W', or 'WF' are included in the maximum allowable time frame and incremental completion rate requirements. The grade 'I' indicates Incomplete and is calculated as if it is an 'F' until it is changed to another grade. Students may also retake classes in which they received a passing grade in order to improve their CGPA. However, a student cannot receive financial aid for repeating courses in which a passing grade has already been earned.

13. Transfer credits from other post-secondary institutions are not calculated in the maximum allowable credits or incremental completion rate requirements; however, transfer credits do reduce the total number of credits that must be attempted within the program. Therefore, the maximum number of attempted credits for a student with transfer credit is one and one-half times the number of credits required to complete for graduation. Example: if a student transfers 36 credits to a program consisting of 180 credits, the calculation would be $180 - 36 = 144 \times 1.5 = 216$ credits.

Grades for credits transferred from any post-secondary institution (including an Art Institute) will be recorded as "TR" in the Student Information System and will not affect the student's CGPA.

Students wishing to transfer from one Art Institute to another may do so only if they are in good standing at the sending school. Any student dismissed for academic progress cannot transfer to another Art Institute until he or she has been reinstated at the sending school and is deemed to be making satisfactory academic progress.

14. Students will be allowed only one change of program. On rare occasions and with good reason, the Dean of Academic Affairs may allow a student an additional change of program. Changing from day to evening in the same program is not considered a change of program. Changing from a diploma level to a degree level or an associate's level to a bachelor's level in the same program is not considered changes of program.

Courses taken in one program applicable to the second program shall be transferred with the grade. If students have taken a course more than once, all grades pertinent to that course shall apply to the second program. Grades earned in the original program shall count towards the cumulative grade point average.

However, in cases in which a student has graduated from the Institute in one program then subsequently begins work in a different program, grades used in the CGPA of the previous program will not be applied to the student's new program CGPA calculation. The grades will be recorded as TR.

For ICR purposes only, those courses transferred will apply to the new program. The maximum allowable timeframe shall be calculated as the total number of credits in the program minus the number of credits applied to the new program X 1.5. Example: if a student transfers 36 credits to a program consisting of 180 credits, the calculation would be $180 - 36 = 144 \times 1.5 = 216$ credits. Second example, if a student earned 36 credits in the original program that are applicable to the new program, but transfers 48 credits due to repeating failed classes then the maximum allowable timeframe is reduced to 198 credits.

15. In order for students to graduate, the minimum requirements are a CGPA of 2.0, and completion of the program in no more than 150% of total program credits.

Milestones and Evaluation Points

<u>Evaluation Point</u>	<u>Milestones (CGPA and ICR)</u>	<u>Required Action</u>
End of Second Quarter	< 1.0 and/or 33.33%	Probation
End of Third Quarter	< 1.0 and/or 33.33%	Dismissal
End of Third Quarter	< 1.5 and/or 50% > 1.0 and 33.33%	Probation
End of Sixth Quarter* (and every other quarter thereafter)	< 2.0 and 66.67%	Dismissal

* If a student's CGPA falls below 2.0, but is at least 1.8 and/or the ICR is below 66.67% but at least 60%, the student may be placed on probation one time after he or she has moved beyond his or her sixth quarter. The student would then need to achieve the 2.0 and 66.67% milestones at the next evaluation point or be dismissed.

SPECIAL SATISFACTORY ACADEMIC PROGRESS POLICY PROVISIONS FOR CALIFORNIA VA STUDENTS (EFFECTIVE JANUARY 15, 2008)

The Satisfactory Academic Progress policy published in the Catalog is applicable to every student enrolled in diploma and undergraduate degree programs. It ensures that students make satisfactory progress towards successful completion of their academic programs. The evaluation points and milestones contained in the policy are meant to identify problems for which actions of early intervention and/or remediation can be taken. Most critical to this policy is a student's ability to enroll in and complete courses on a consistent manner. This ability is measured in two ways: cumulative grade-point-average (CGPA); and incremental completion rate (ICR). Failure to complete courses successfully for any reason may negatively affect academic progress. Failing courses or withdrawing from courses could result in the loss of financial aid. In order for a student to graduate, the minimum requirements are a CGPA of 2.0, and completion of the program in no more than 150% of total program credits.

In addition to the provisions of the policy, students in degree programs receiving VA benefits in California have two additional evaluation points. These are not for purposes of determining academic standing, but, rather, are for purposes of determining continued eligibility to receive VA benefits.

Academic Standards for Degree Programs:

16. At the end of second quarter (or the fifth session for mid-session starts), students must achieve a CGPA of 1.0 and an ICR of 33.33%. Anything below these milestones will result in **probation**.
17. At the end of third quarter, students must attain a CGPA of 1.0 and an ICR of 33.33%. Anything below these milestones will result in **dismissal**.
18. At the end of third quarter, students with a CGPA under 1.5, but at least 1.0 and/or an ICR below 50%, but at least 33.33% will be placed on **probation**.
19. At the end of the third quarter, students who are placed on probation and who were on probation after second quarter will have their **certification of eligibility to receive VA benefits withdrawn**.
20. At the end of the fourth quarter, students receiving VA benefits who were on academic probation at the end of their second and third quarters will be evaluated to ensure that they have earned a CGPA of at least 1.5 and an ICR of at least 33.33%. Failure to meet these benchmarks will result in the **withdrawal of certification of eligibility** to receive VA benefits.
21. At the end of the fifth quarter, students receiving VA benefits who were on academic probation at the end of their third and fourth quarters will be evaluated to ensure that they have earned a CGPA of at least 1.8 and an ICR of at least 60%. Failure to meet these benchmarks will result in the **withdrawal of certification of eligibility** to receive VA benefits.
22. At the end of sixth quarter, students must accomplish a CGPA of 2.0 and an ICR of 66.67%. Anything below these milestones will result in **dismissal**.
23. While we are bound by Department of Education requirements that a student be dismissed after his or her sixth quarter if the CGPA is below 2.0 and/or the ICR is below 66.67%, we are allowed to place a student on probation in subsequent quarters if the CGPA falls below 2.0, but is at least 1.8, and/or the ICR falls below 66.67%, but is at least 60%. If the student is put on probation, the student will have to attain both a CGPA of 2.0 and an ICR of 66.67% at the end of the next evaluation point or be **dismissed** (note: evaluation points occur every other quarter after sixth quarter). This can only happen once after sixth quarter.
24. At any evaluation point after sixth quarter, a student with a CGPA below 1.8 and/or an ICR below 60% will be **dismissed**.

Milestones and Evaluation Points

<u>Evaluation Point</u>	<u>Milestones (CGPA and ICR)</u>	<u>Required Action</u>
End of Second Quarter	< 1.0 and/or 33.33%	Probation
End of Third Quarter	< 1.0 and/or 33.33%	Dismissal
End of Third Quarter	< 1.5 and/or 50%	Probation
End of Third Quarter	> 1.0 and 33.33%	
End of Third Quarter	< 1.5 and/or 50%	Probation and Loss of VA Benefits
End of Fourth Quarter	> 1.0 and 33.33% (and on probation after 2 nd Quarter)	
End of Fourth Quarter	< 1.5 and/or 33% (and on probation after 2 nd and 3 rd Quarters)	Loss of VA benefits
End of Fifth Quarter	< 1.7 and/or 60% (and on probation after 3 rd Quarter)	Loss of VA benefits
End of Sixth Quarter* And every other quarter thereafter	< 2.0 and 66.67%	Dismissal

Terms of Academic Probation

Once placed on academic probation, a student must meet the CGPA and ICR milestones at the next evaluation point. (Refer to the "Satisfactory Academic Progress Policy Milestones and Evaluation Points" table on page 90 of the catalog.) If the student meets the CGPA and ICR milestones at the next evaluation point, the student will be removed from academic probation. However, if the student fails to meet the CGPA and ICR milestones at the next evaluation point, the student will be terminated for academic reasons.

When a student is placed on academic probation, the school will send a letter to the student informing them of their status. The letter will contain a summary of Satisfactory Academic Progress Policy Milestones and Evaluation Points which explains the milestones that the students will need to achieve and in what timeframe.

Seeking Additional Degrees

When a student earns an associate's degree and then elects to continue in a bachelor's program for the same or different major, the school's transfer of credit policy applies. Eligible courses taken in the associates program shall be transferred with the grade. If a student has taken a course more than once, all grades relevant to that course shall apply in the bachelor's program. Grades earned in the associates program and major shall count toward the CGPA. For ICR purposes, only those courses transferred will apply to the new bachelor's program and major. The maximum allowable time frame shall be calculated as the total number of credits in the new bachelor's program and major minus the number of credits applied to the new bachelor's program and major times 150%. Example: if a student transfers 112 credits to a new bachelor's program consisting of 192 credits, the calculation would be $192 - 112 = 80 \times 150\% = 120$ credits. Second example: if a student earned 112 credits in the original associates program that are applicable to the new bachelor's program, but transfers 124 credits due to repeating failed classes, then the maximum allowable time frame is reduced to 102 credits.

PROGRAM CHANGES

Fashion Design

- FD1123 History of Fashion I is now titled **FD1123 History of Fashion to 1650**.
- FD1133 History of Fashion II is now titled **FD1133 History of Fashion from 1650 to Present**.

Graphic Design

- GD4404 Independent Study is now titled **GD4405 Directed Study**.

Independent Study

- IS400 Independent Study is now titled **DS400 Directed Study**.
- IS401 Independent Study is now titled **DS401 Directed Study**.
- IS402 Independent Study is now titled **DS402 Directed Study**.

Interior Design

- ID3317 Materials & Specifications has moved from Quarter 6 to Quarter 8 and now has a prerequisite requirement of ID2214.
- The Liberal Studies requirement in Quarter 7 has been replaced with a Social & Behavioral Sciences requirement.
- ID2229 Human Factors has moved from Quarter 8 to Quarter 6.

OTHER INFORMATION

Memberships:

The Art Institute of California- Hollywood is a member of Servicemembers Opportunity Colleges.

ACADEMIC CALENDAR

Quarter Calendar

<u>Session</u>	<u>Start Date</u>	<u>Last Date to Add/Drop</u>	<u>Last Date to Withdraw</u>	<u>Last Day of Classes</u>
WI 09	January 12, 2009	January 20, 2009	March 13, 2009	March 28, 2009
SP 09	April 6, 2009	April 13, 2009	June 5, 2009	June 20, 2009
SU 09	July 13, 2009	July 20, 2009	September 11, 2009	September 26, 2009
FA 09	October 5, 2009	October 12, 2009	December 4, 2009	December 19, 2009
WI 10	January 11, 2010	January 19, 2010	March 12, 2010	March 27, 2010

Mid-Quarter Calendar

<u>Session</u>	<u>Start Date</u>	<u>Last Date to Add/Drop</u>	<u>Last Date to Withdraw</u>	<u>Last Day of Classes</u>
WI 09	February 19, 2009	February 23, 2009	March 13, 2009	March 28, 2009
SP 09	May 14, 2009	May 18, 2009	June 5, 2009	June 20, 2009
SU 09	August 20, 2009	August 24, 2009	September 11, 2009	September 26, 2009
FA 09	November 12, 2009	November 16, 2009	December 4, 2009	December 19, 2009
WI 10	February 18, 2010	February 22, 2010	March 12, 2010	March 27, 2010

School Holidays

Martin Luther King Jr. Day	Monday, January 19, 2009
Presidents' Day	Friday, February 13, 2009
Memorial Day	Monday, May 25, 2009
Independence Day	Saturday, July 4, 2009
Labor Day	Monday, September 7, 2009
Veteran's Day	Wednesday, November 11, 2009
Thanksgiving Day	Thursday, November 26, 2009
Day After Thanksgiving	Friday, November 27, 2009
Christmas Eve	Thursday, December 24, 2009
Christmas Day	Friday, December 25, 2009
New Year's Eve	Thursday, December 31, 2009
New Year's Day	Friday, January 1, 2010

Culinary Arts

Associate of Science

Program Description:

Today, America's interest in culinary arts is growing and prospering as never before. Few occupations can offer the creativity, excitement, and growth found in the culinary arts. Restaurants, hotels, clubs, resorts, convention centers, retirement homes, hospitals, major corporations, and entertainment facilities all offer career opportunities for the culinary professional. With national increases in dining out, the foodservice industry is growing at a rapid rate. Consumer expectations will rise accordingly and the industry must be prepared to respond to increasing demands for service, quality, nutrition, and diversity of product and flavor.

The curriculum emphasizes progressive techniques and trends. Students receive practical training in modern kitchens. The Culinary Arts associate's degree program consists of providing courses covering basic skills and advanced techniques, including international cuisine, à la carte, sauces, American regional cuisine, charcuterie, classical cuisine, baking, pastry, and culinary skills. Instruction in kitchen management, purchasing, and cost control, menu design, and dining room operation provides students with a solid business background. Students gain hands-on experience operating the school restaurant, working in the kitchen, and the front of the house. Students can gain experience in settings such as entertainment establishments, resorts, hotels, clubs, restaurants, hospitals, and other healthcare institutions, convention centers, and even on cruise ships.

Program Objectives:

1. Students will be able to demonstrate the ability to professionally prepare standardized recipes using a variety of cooking techniques as well as the appropriate equipment and cooking skills.
2. Students will also be able to describe and perform tasks related to common business practices within the culinary industry, including inventory, menu planning, cost control, and food purchasing.
3. Additionally, students will be able to describe the principles of food and beverage management as well as the functions essential to the operation of the dining room in a restaurant through developing an appropriate business for a specific market.
4. Finally, students will define and articulate the values of the culinary profession, including the standards for presenting themselves to employers in a professional manner, personal commitments to respect co-workers, employers and equipment, well-defined career goals, and the value of life-long professional development.
5. Graduates will be prepared for entry-level positions such as line cook, (sauce, grill, broiler, or fry cook), pantry cook (garde manger), or assistant dining room manager.

Graduation Requirements

To receive an Associate of Science degree in Culinary Arts, students must: receive a passing grade or credit for all required coursework; earn a minimum of 112 quarter credits; achieve a cumulative GPA of 2.0 or higher; meet portfolio or other requirements as outlined by the program; and satisfy all financial obligations to The Art Institute.

<u>Courses</u>	<u>Quarter Credit Hours</u>	
CUL1105	Concepts & Theories of Culinary Techniques	3
CUL1107	Sanitation & Safety	3
CUL1108	Fundamentals of Classical Techniques	3
CUL1116	American Regional Cuisine	6
CUL1117	Purchasing & Product Identification	3
CUL1124	Management, Supervision & Career Development	3
CUL1125	Introduction to Baking Science & Theory	3
CUL1126	Introduction to Pastry Techniques & Artistry	6
CUL1143	World Cuisine	3
CUL1144	Planning & Controlling Costs	3
CUL1145	Management by Menu	3
CUL1146	Garde Manger	6
CUL2214	Asian Cuisine	3
CUL2216	Classical European Cuisines	3
CUL2225	Latin Cuisine	3
CUL2227	Food & Beverage Operations Management	3
CUL2301	A La Carte	9
CUL2302	Externship	3
CUL2303	Capstone	3
CUL2304	Art Culinaire	6
Elective*		3
FS104	Computer Applications	3
HU110	College English	4
HU111	Effective Speaking	4
HU130	Visual Language & Culture	4
Mathematics Requirement		4
MS135	Nutrition Science	4
Social & Behavioral Sciences Requirement		4
Social & Behavioral Sciences Requirement		4
<u>TOTAL QUARTER CREDITS</u>		112

***Electives:** Elective may be chosen from lower-division (1000- or 2000-level courses) or from upper division courses (3000- or 4000-level courses). Elective may not be chosen from Liberal Studies classes. Prerequisites must be met.

♦**Liberal Studies:** *HU090 must be completed prior to attempting any humanities, social and behavioral sciences, or liberal studies courses. MS090 must be completed prior to attempting any mathematics or science courses.* Courses designated with a diamond are Liberal Studies courses. Four of the fourteen Liberal Studies courses required for an **Associate of Science in Culinary Arts** must be chosen from upper division (300-400 level) courses.

NOTE: All courses are 11 weeks in length. **The Culinary Arts Associate of Science** degree program is seven quarters in length. Completion of the program in seven quarters is dependent upon whether the student successfully attempts 15-16 quarter credits per quarter.

Course Descriptions

CUL1105 CONCEPTS & THEORIES OF CULINARY TECHNIQUES

3 Quarter Credits (33 hrs Lecture)

The fundamental concepts, skills and techniques involved in basic cookery are covered in this course. Special emphasis is given to the study of ingredients and cooking theories. Lectures teach organization skills in the kitchen and work coordination. The basics of stocks, soups, sauces, vegetable cookery, starch cookery, meat and poultry are covered. Emphasis is given to basic cooking techniques such as sautéing, roasting, poaching, braising and frying. *Prerequisite: None*

CUL1107 SANITATION & SAFETY

3 Quarter Credits (33 hrs Lecture)

This course is an introduction to food environmental sanitation and safety in a food production area. Attention is focused on food-borne illness and their origins, and on basic safety procedures followed in the food service industry. This was approved by the Federal Food and Drug Administration (FDA) and is recognized by 95% of State and local jurisdictions that require training or certification. *Prerequisite: None*

CUL1108 FUNDAMENTALS OF CLASSICAL TECHNIQUES

6 Quarter Credits (22 hrs Lecture/88 hrs lab)

The fundamental concepts, skills and techniques involved in basic cookery are covered in this course. Special emphasis is given to the study of ingredients, cooking theories, and the preparation of stocks, broth, glazes, soups, thickening agents, the grand sauces and emulsion sauces. Lectures and demonstrations teach organization skills in the kitchen, work coordination, and knife skills. The basics of vegetable cookery, starch cookery, meat and poultry are covered. Emphasis is given to basic cooking techniques such as sautéing, roasting, poaching, braising and frying. Students must successfully pass a practical cooking examination covering a variety of cooking techniques. *Corequisites: CUL1105 Concepts & Theories of Culinary Techniques, CUL1107 Sanitation & Safety*

CUL1116 AMERICAN REGIONAL CUISINE

6 Quarter Credits (22 hrs Lecture/88 hrs lab)

The course reinforces the knowledge and skill learned in the preceding classes and helps students build confidence in the techniques of basic cookery. The development of knife skills is accented. American Regional Cuisine explores the use of indigenous ingredients in the preparation of traditional and contemporary American specialties. The concepts of mise en place, time-lines, plate presentation, and teamwork in a production setting are introduced and accentuated. Timing and organization skills are emphasized.

Prerequisite: CUL1108 Fundamentals of Classical Techniques

CUL1117 PURCHASING & PRODUCT IDENTIFICATION

3 Quarter Credits (33 hrs Lecture)

This course is a collaborative exploration of basic principles of purchasing food, equipment, and supplies. Primary focus is on product identification, supplier selection, and the ordering, receiving, storing and issuing process.

Prerequisite: None

CUL1124 MANAGEMENT, SUPERVISION & CAREER DEVELOPMENT

3 Quarter Credits (33 hrs Lecture)

This course focuses on managing people from the hospitality supervisor's viewpoint. The emphasis is on techniques for increasing productivity, controlling labor costs, time management, and managing change. It also stresses effective communication and explains the responsibilities of a supervisor in the food service operation. Students develop techniques and strategies for marketing themselves in their chosen fields. Emphasis will be placed on student's assessing their more marketable skills, developing a network of contacts, generating interviews, writing cover letters and resumes, preparing for their employment interview, developing a professional appearance, closing and follow-up. *Prerequisite: None*

CUL1125 INTRODUCTION TO BAKING SCIENCE & THEORY

3 Quarter Credits (11 hrs Lecture/44 hrs Lab)

Students are introduced to the fundamental concepts, skills and techniques of baking. Special significance is placed on the study of ingredient functions, product identification and weights and measures as applied to baking. Lectures, demonstrations, production, tasting and testing, students learn yeast-raised dough mixing methods, pie dough, quick dough, cookie dough, and product finishing techniques. Students must pass a practical exam.

Prerequisite: CUL1107 Sanitation & Safety

CUL1126 INTRODUCTION TO PASTRY TECHNIQUES & ARTISTRY

6 Quarter Credits (22 hrs Lecture/88 hrs Lab)

This course is a combination of theory, lecture, demonstration and hands-on production to provide an introduction to pastry techniques for use in a commercial kitchen. Students learn a variety of dough, batters, fillings, and glazes with an emphasis on formulas. Instruction regarding the preparation of basic cakes and icings, roll-in dough, preparations of pastry cream and finishing techniques; plus selection and proper use and handling of various chocolates used in baking and decorating are introduced. Emphasis is also placed on dessert plating and presentation. Students must pass a practical exam. *Prerequisite: CUL1107 Sanitation & Safety*

CUL1143 WORLD CUISINE

3 Quarter Credits (11 hrs Lecture/44 hrs Lab)

This course emphasizes both the influences and ingredients that create the unique character of selected World cuisines. Students prepare, taste, serve, and evaluate traditional, regional dishes of Spain, Middle East, Turkey, Greece, Africa and India. Importance will be placed on ingredients, flavor profiles, preparations, and techniques representative of these cuisines. *Prerequisite: CUL1108 Fundamentals of Classical Techniques*

CUL1144 PLANNING & CONTROLLING COSTS

3 Quarter Credits (33 hrs Lecture)

This course is intended to provide the student with the methodologies and tools to control costs and help the student value the planning and control process in the food and beverage industry. Topics include: planning and controlling costs using budgeting techniques, standard costing, standardized recipes, performance measurements, food, beverage and labor cost controls and allocation of overhead. *Prerequisite: None*

CUL1145 MANAGEMENT BY MENU

3 Quarter Credits (33 hrs Lecture)

This course prepares future food service managers by giving a clear picture of the important role menu planning plays within operations. It covers topics ranging from menu development, pricing, and evaluation to facilities design and layout. Students will benefit because good menu development is crucial to the success of any foodservice operation, i.e., a planning tool, source of operational information and a merchandising method for reaching patrons. *Prerequisite: None*

CUL1146 GARDE MANGER

6 Quarter Credits (22 hrs Lecture/88 hrs Lab)

This course provides students with skills and knowledge of the organization, equipment and responsibilities of the "cold kitchen". Students are introduced to and prepare cold hors d'oeuvres, sandwiches, salads, as well as basic charcuterie items while focusing on the total utilization of product. Reception foods and buffet arrangements are introduced. Students must pass a written and practical exam. *Prerequisite: CUL1108 Fundamentals of Classical Techniques*

CUL2214 ASIAN CUISINE

3 Quarter Credits (11 hrs Lecture/44 hrs Lab)

This course emphasizes both the influences and ingredients that create the unique character of selected Asian cuisines. Students prepare, taste, serve, and evaluate traditional, regional dishes of the four regions of China, Japan, Korea, Vietnam, Thailand, and Indonesia. Importance will be placed on ingredients, flavor profiles, preparations, and techniques representative of these cuisines. *Prerequisite: CUL1108 Fundamentals of Classical Techniques*

CUL2216 CLASSICAL EUROPEAN CUISINES

3 Quarter Credits (11 hrs Lecture/44 hrs Lab)

This course emphasizes both the influences and ingredients that create the unique character of selected Classical European Cuisines. Students prepare, taste, serve, and evaluate traditional, regional dishes of British Isles, Italy, France, and Germany, Austria, Switzerland, and Scandinavia countries. Importance will be placed on ingredients, flavor profiles, preparations, and techniques representative of these cuisines. *Prerequisite: CUL1108 Fundamentals of Classical Techniques*

CUL2225 LATIN CUISINE

3 Quarter Credits (11 hrs Lecture/44 hrs Lab)

This course emphasizes both the influences and ingredients that create the unique character of selected Latin cuisines. Students prepare, taste, serve, and evaluate traditional, regional dishes of Mexico, South America and the Caribbean Islands. Importance will be placed on ingredients, flavor profiles, preparations, and techniques representative of these cuisines. *Prerequisite: CUL1108 Fundamentals of Classical Techniques*

CUL2227 FOOD & BEVERAGE OPERATIONS MANAGEMENT

3 Quarter Credits (33 hrs Lecture)

This course addresses front-of-the-house operations and is designed to provide students with an introduction from a managerial perspective of providing exceptional service to increasingly sophisticated and demanding guests. Survey of the world's leading wines classified by type, as well as other distilled beverages. Topics covered include the management and training of personnel to be responsible, professional alcohol servers, product knowledge, the income statement, job descriptions, sales forecasting and cost control. The students will produce a complete dining room and bar operation manual. This project should be saved on diskette or jump drive, as it will be used during Capstone or the development of a business plan. *Prerequisite: None*

CUL2301 A LA CARTE

6 Quarter Credits (33 hrs Lecture/132 hrs Lab)

Introduces students to the A La Carte kitchen, emphasis is on "a la minute" method of food preparation, plus dining room service standards. Industry terminology, correct application of culinary skills, plate presentation, organization and timing in producing items off both a fixed-price menu and a la carte menu are stressed. The principles of dining room service are practiced and emphasized. The philosophy of food are further explored and examined in light of today's understanding of food, nutrition and presentation.

Prerequisite: By Permission of Academic Director/Advisor

CUL2302 EXTERNSHIP

3 Quarter Credits (99 hrs Externship)

The course has been designed to acquaint the student with actual working conditions in an approved restaurant/hospitality establishment. This course is a supervised entry-level work experience in the restaurant/hospitality field requiring a minimum of 90 work hours. Individual conferences and class attendance is required. Students are responsible for securing an externship job and may seek assistance through The Institute. Students gain experience needed to enter their field on graduation. *Prerequisite: CUL1124 Management, Supervision & Career Development*

CUL2303 CAPSTONE

3 Quarter Credits (33 hrs Lecture)

Through competencies developed with previous related studies course work, students will develop a business plan for a minimum one hundred-seat restaurant. The project will include: Market Analysis and Marketing Strategy, Operating Budget, Sales Projections, Opening Inventories, Capital Equipment, Standardized Recipes and Costing for all standardized recipes, Menu and Facilities Design. The course covers the components of a business plan as well as techniques for developing and presenting sections of the plan. Business related competencies are reviewed and tutored as necessary for completion of the project. *Prerequisite: By Permission of Academic Director/Advisor*

CUL2304 ART CULINAIRE

6 Quarter Credits (22 hrs Lecture/88 hrs Lab)

This course will celebrate the culinary styles, restaurants, restaurateur and chefs who are in the current industry spotlight. Their style, substance and quality will be discussed and examined. During the hands-on production aspect of the class, students will have the opportunity to be exposed to specialty produce and products.

Prerequisites: CUL1108 Fundamentals of Classical Techniques, CUL1116 American Regional Cuisine, CUL1125 Introduction to Baking Science & Theory, CUL1126 Introduction to Pastry Techniques & Artistry, CUL1146 Garde Manger

Culinary Management

Bachelor of Science

Program Description:

The bachelor's degree program in Culinary Management prepares graduates for entry-level foodservice-related management and supervisory trainee programs. The program provides an opportunity for students to become competent in the identified priorities for the foodservice industry: cooking and kitchen skills, communication, training, leadership, motivation, management, human resources, technology, accounting, marketing, and customer relations. From overseeing food quality, to dealing with customers, to making staffing decisions, a foodservice manager handles hundreds of varied yet critically important tasks every day. The manager's capabilities and day-to-day performance, and ability to make decisions quickly often determine the ultimate success or failure of a foodservice operation.

Managers are involved in teaching, training, and motivating staff and handling all forms of human resource issues. They possess excellent interpersonal and communication skills, function as team leaders, and supervise a culturally diverse staff. Computer proficiency in foodservice operations is an integral part of a manager's daily function. Above all, knowledge of the customer and customer relations skills empower the foodservice managers to render better service, and to cater to the demands of knowledgeable consumers and employees. Our curriculum is driven by the industry and changes with its trends. It begins with courses that give students a foundation of basic concepts such as the History and Evolution of Food, Hospitality Technology, Managerial Accounting, Marketing Applications, and the Capstone Business Plan. Students will develop critical thinking and interpersonal skills while learning the business realities of the foodservice industry, like Business Communications, Human Resource Management, and Business Law.

Program Objectives:

1. Graduates will be able to identify and list challenges to effective organizational management.
2. Graduates will be able to describe and articulate wine culture and perform food and wine pairing.
3. Graduates will be able to develop a business plan that is agile and appropriate for the business and the market, which includes appropriate integration of the key financial statements and how the financial statements interrelate.
4. Additionally, graduates will define and articulate the professional values of the culinary profession, including the standards for presenting themselves to employers in a professional manner, personal commitments to respect coworkers, employers, and equipment, well-defined career goals, and the value of lifelong professional development.
5. Students will also be able to demonstrate professional leadership skills, including the ability to define professional ethics, supervision skills, and a plan for professional growth within the culinary field.
6. Graduates will be qualified to seek entry-level positions as chef/kitchen manager, assistant purchasing director, assistant restaurant manager, restaurant manager, food production managers, airline-catering managers, assistant catering manager, and assistant food and beverage director.

Graduation Requirements

To receive a Bachelor of Science degree in Culinary Management, students must: receive a passing grade or credit for all required coursework; earn a minimum of 192 quarter credits; achieve a cumulative GPA of 2.0 or higher; meet portfolio or other requirements as outlined by the program; and satisfy all financial obligations to The Art Institute.

<u>Courses</u>	<u>Quarter Credit Hours</u>
CUL1105	Concepts & Theories of Culinary Techniques 3
CUL1107	Sanitation & Safety 3
CUL1108	Fundamentals of Classical Techniques 3
CUL1116	American Regional Cuisine 6
CUL1117	Purchasing & Product Identification 3
CUL1124	Management, Supervision & Career Development 3
CUL1125	Introduction to Baking Science & Theory 3
CUL1126	Introduction to Pastry Techniques & Artistry 6
CUL1143	World Cuisine 3
CUL1144	Planning & Controlling Costs 3
CUL1145	Management by Menu 3
CUL1146	Garde Manger 6
CUL2214	Asian Cuisine 3
CUL2216	Classical European Cuisines 3
CUL2225	Latin Cuisine 3
CUL2227	Food & Beverage Operations Management 3
CUL2301	A La Carte 9
CUL2302	Externship 3
CUL2303	Capstone 3
CUL2304	Art Culinaire 6
CM3305	Facilities Management and Design 3
CM3306	Foodservice Technology and Information 3
CM3315	Hospitality Marketing 3
CM3316	Legal Issues & Ethics for Culinarians 3
CM3317	Introduction to Accounting Skills 3
CM3319	Leadership & Organizational Development 3
CM3320	Foodservice Financial Management 3
CM3322	Human Resource Management 3
CM3324	Catering and Event Management 3
CM4400	Management Externship 3
CM4404	Quality Service Management and Training 3
CM4405	Senior Culinary Practicum 3
CM4410	Innovation and Entrepreneurship 3
CM4415	Global Management and Operations in the Hospitality Industry 3
CM4420	Exploring Wines & Culinary Arts 3
CM4500	Senior Project - Capstone 3
Elective*	3
**Humanities Art Requirement	4
**Humanities Writing Requirement	4
**Liberal Studies Requirement	4
**Liberal Studies Requirement	4
FS104	Computer Applications 3
HU110	College English 4
HU111	Effective Speaking 4
HU130	Visual Language & Culture 4
Humanities Requirement	4
Liberal Studies Requirement	4
Mathematics Requirement	4
MS135	Nutrition Science 4
Social & Behavioral Sciences Requirement (Lower Division)	4
Social & Behavioral Sciences Requirement (Lower or Upper Division)	4
Social & Behavioral Sciences Requirement	4
<u>TOTAL QUARTER CREDITS</u>	192

***Electives:** 1st elective may be chosen from lower-division (1000- or 2000-level courses) or from upper division Culinary program courses (3000- or 4000-level courses). 2nd elective must be selected from upper division Culinary program courses (3000- or 4000-level courses). Prerequisites must be met.

♦**Liberal Studies:** *HU090 must be completed prior to attempting any humanities, social and behavioral sciences, or liberal studies courses. MS090 must be completed prior to attempting any mathematics or science courses.* Courses designated with a diamond are Liberal Studies courses. Four of the fourteen Liberal Studies courses required for a Bachelor of Science in Culinary Management must be chosen from upper division (300-400 level) courses.

NOTE: All courses are 11 weeks in length. The Culinary Management Bachelor of Science degree program is twelve quarters in length. Completion of the program in twelve quarters is dependent upon whether the student successfully attempts 15-16 quarter credits per quarter.

Course Descriptions

CUL1105 CONCEPTS & THEORIES OF CULINARY TECHNIQUES

3 Quarter Credits (33 hrs Lecture)

The fundamental concepts, skills and techniques involved in basic cookery are covered in this course. Special emphasis is given to the study of ingredients and cooking theories. Lectures teach organization skills in the kitchen and work coordination. The basics of stocks, soups, sauces, vegetable cookery, starch cookery, meat and poultry are covered. Emphasis is given to basic cooking techniques such as sautéing, roasting, poaching, braising and frying. *Prerequisite: None*

CUL1107 SANITATION & SAFETY

3 Quarter Credits (33 hrs Lecture)

This course is an introduction to food environmental sanitation and safety in a food production area. Attention is focused on food-borne illness and their origins, and on basic safety procedures followed in the food service industry. This was approved by the Federal Food and Drug Administration (FDA) and is recognized by 95% of State and local jurisdictions that require training or certification. *Prerequisite: None*

CUL1108 FUNDAMENTALS OF CLASSICAL TECHNIQUES

6 Quarter Credits (22 hrs Lecture/88 hrs lab)

The fundamental concepts, skills and techniques involved in basic cookery are covered in this course. Special emphasis is given to the study of ingredients, cooking theories, and the preparation of stocks, broth, glazes, soups, thickening agents, the grand sauces and emulsion sauces. Lectures and demonstrations teach organization skills in the kitchen, work coordination, and knife skills. The basics of vegetable cookery, starch cookery, meat and poultry are covered. Emphasis is given to basic cooking techniques such as sautéing, roasting, poaching, braising and frying. Students must successfully pass a practical cooking examination covering a variety of cooking techniques.

Corequisites: CUL1105 Concepts & Theories of Culinary Techniques, CUL1107 Sanitation & Safety

CUL1116 AMERICAN REGIONAL CUISINE

6 Quarter Credits (22 hrs Lecture/88 hrs lab)

The course reinforces the knowledge and skill learned in the preceding classes and helps students build confidence in the techniques of basic cookery. The development of knife skills is accented. American Regional Cuisine explores the use of indigenous ingredients in the preparation of traditional and contemporary American specialties. The concepts of mise en place, time-lines, plate presentation, and teamwork in a production setting are introduced and accentuated. Timing and organization skills are emphasized. *Prerequisite: CUL1108 Fundamentals of Classical Techniques*

CUL1117 PURCHASING & PRODUCT IDENTIFICATION

3 Quarter Credits (33 hrs Lecture)

This course is a collaborative exploration of basic principles of purchasing food, equipment, and supplies. Primary focus is on product identification, supplier selection, and the ordering, receiving, storing and issuing process.

Prerequisite: None

CUL1124 MANAGEMENT, SUPERVISION & CAREER DEVELOPMENT

3 Quarter Credits (33 hrs Lecture)

This course focuses on managing people from the hospitality supervisor's viewpoint. The emphasis is on techniques for increasing productivity, controlling labor costs, time management, and managing change. It also stresses effective communication and explains the responsibilities of a supervisor in the food service operation. Students develop techniques and strategies for marketing themselves in their chosen fields. Emphasis will be placed on student's assessing their more marketable skills, developing a network of contacts, generating interviews, writing cover letters and resumes, preparing for their employment interview, developing a professional appearance, closing and follow-up. *Prerequisite: None*

CUL1125 INTRODUCTION TO BAKING SCIENCE & THEORY

3 Quarter Credits (11 hrs Lecture/44 hrs Lab)

Students are introduced to the fundamental concepts, skills and techniques of baking. Special significance is placed on the study of ingredient functions, product identification and weights and measures as applied to baking. Lectures, demonstrations, production, tasting and testing, students learn yeast-raised dough mixing methods, pie dough, quick dough, cookie dough, and product finishing techniques. Students must pass a practical exam. *Prerequisite: CUL1107 Sanitation & Safety*

CUL1126 INTRODUCTION TO PASTRY TECHNIQUES & ARTISTRY

6 Quarter Credits (22 hrs Lecture/88 hrs lab)

This course is a combination of theory, lecture, demonstration and hands-on production to provide an introduction to pastry techniques for use in a commercial kitchen. Students learn a variety of dough, batters, fillings, and glazes with an emphasis on formulas. Instruction regarding the preparation of basic cakes and icings, roll-in dough, preparations of pastry cream and finishing techniques; plus selection and proper use and handling of various chocolates used in baking and decorating are introduced. Emphasis is also placed on dessert plating and presentation. Students must pass a practical exam.

Prerequisite: CUL1107 Sanitation & Safety

CUL1143 WORLD CUISINE

3 Quarter Credits (11 hrs Lecture/44 hrs Lab)

This course emphasizes both the influences and ingredients that create the unique character of selected World cuisines. Students prepare, taste, serve, and evaluate traditional, regional dishes of Spain, Middle East, Turkey, Greece, Africa and India. Importance will be placed on ingredients, flavor profiles, preparations, and techniques representative of these cuisines.

Prerequisite: CUL1108 Fundamentals of Classical Techniques

CUL1144 PLANNING & CONTROLLING COSTS

3 Quarter Credits (33 hrs Lecture)

This course is intended to provide the student with the methodologies and tools to control costs and help the student value the planning and control process in the food and beverage industry. Topics include: planning and controlling costs using budgeting techniques, standard costing, standardized recipes, performance measurements, food, beverage and labor cost controls and allocation of overhead. *Prerequisite: None*

CUL1145 MANAGEMENT BY MENU

3 Quarter Credits (33 hrs Lecture)

This course prepares future food service managers by giving a clear picture of the important role menu planning plays within operations. It covers topics ranging from menu development, pricing, and evaluation to facilities design and layout. Students will benefit because good menu development is crucial to the success of any foodservice operation, i.e., a planning tool, source of operational information and a merchandising method for reaching patrons. *Prerequisite: None*

CUL1146 GARDE MANGER

6 Quarter Credits (22 hrs Lecture/88 hrs Lab)

This course provides students with skills and knowledge of the organization, equipment and responsibilities of the "cold kitchen". Students are introduced to and prepare cold hors d'oeuvres, sandwiches, salads, as well as basic charcuterie items while focusing on the total utilization of product. Reception foods and buffet arrangements are introduced. Students must pass a written and practical exam. *Prerequisite: CUL1108 Fundamentals of Classical Techniques*

CUL2214 ASIAN CUISINE

3 Quarter Credits (11 hrs Lecture/44 hrs Lab)

This course emphasizes both the influences and ingredients that create the unique character of selected Asian cuisines. Students prepare, taste, serve, and evaluate traditional, regional dishes of the four regions of China, Japan, Korea, Vietnam, Thailand, and Indonesia. Importance will be placed on ingredients, flavor profiles, preparations, and techniques representative of these cuisines. *Prerequisite: CUL1108 Fundamentals of Classical Techniques*

CUL2216 CLASSICAL EUROPEAN CUISINES

3 Quarter Credits (11 hrs Lecture/44 hrs Lab)

This course emphasizes both the influences and ingredients that create the unique character of selected Classical European Cuisines. Students prepare, taste, serve, and evaluate traditional, regional dishes of British Isles, Italy, France, and Germany, Austria, Switzerland, and Scandinavia countries. Importance will be placed on ingredients, flavor profiles, preparations, and techniques representative of these cuisines.

Prerequisite: CUL1108 Fundamentals of Classical Techniques

CUL2225 LATIN CUISINE

3 Quarter Credits (11 hrs Lecture/44 hrs Lab)

This course emphasizes both the influences and ingredients that create the unique character of selected Latin cuisines. Students prepare, taste, serve, and evaluate traditional, regional dishes of Mexico, South America and the Caribbean Islands. Importance will be placed on ingredients, flavor profiles, preparations, and techniques representative of these cuisines.

Prerequisite: CUL1108 Fundamentals of Classical Techniques

CUL2227 FOOD & BEVERAGE OPERATIONS MANAGEMENT

3 Quarter Credits (33 hrs Lecture)

This course addresses front-of-the-house operations and is designed to provide students with an introduction from a managerial perspective of providing exceptional service to increasingly sophisticated and demanding guests. Survey of the world's leading wines classified by type, as well as other distilled beverages. Topics covered include the management and training of personnel to be responsible, professional alcohol servers, product knowledge, the income statement, job descriptions, sales forecasting and cost control. The students will produce a complete dining room and bar operation manual. This project should be saved on diskette or jump drive, as it will be used during Capstone or the development of a business plan. *Prerequisite: None*

CUL2301 A LA CARTE

6 Quarter Credits (33 hrs Lecture/132 hrs Lab)

Introduces students to the A La Carte kitchen, emphasis is on "a la minute" method of food preparation, plus dining room service standards. Industry terminology, correct application of culinary skills, plate presentation, organization and timing in producing items off both a fixed-price menu and a la carte menu are stressed. The principles of dining room service are practiced and emphasized. The philosophy of food are further explored and examined in light of today's understanding of food, nutrition and presentation. *Prerequisite: By Permission of Academic Director/Advisor*

CUL2302 EXTERNSHIP

3 Quarter Credits (99 hrs Externship)

The course has been designed to acquaint the student with actual working conditions in an approved restaurant/hospitality establishment. This course is a supervised entry-level work experience in the restaurant/hospitality field requiring a minimum of 90 work hours. Individual conferences and class attendance is required. Students are responsible for securing an externship job and may seek assistance through The Institute. Students gain experience needed to enter their field on graduation.

Prerequisite: CUL1124 Management, Supervision & Career Development

CUL2303 CAPSTONE

3 Quarter Credits (33 hrs Lecture)

Through competencies developed with previous related studies course work, students will develop a business plan for a minimum one hundred-seat restaurant. The project will include: Market Analysis and Marketing Strategy, Operating Budget, Sales Projections, Opening Inventories, Capital Equipment, Standardized Recipes and Costing for all standardized recipes, Menu and Facilities Design. The course covers the components of a business plan as well as techniques for developing and presenting sections of the plan. Business related competencies are reviewed and tutored as necessary for completion of the project.

Prerequisite: By Permission of Academic Director/Advisor

CUL2304 ART CULINAIRE

6 Quarter Credits (22 hrs Lecture/88 hrs Lab)

This course will celebrate the culinary styles, restaurants, restaurateur and chefs who are in the current industry spotlight. Their style, substance and quality will be discussed and examined. During the hands-on production aspect of the class, students will have the opportunity to be exposed to specialty produce and products.

Prerequisites: CUL1108 Fundamentals of Classical Techniques, CUL1116 American Regional Cuisine, CUL1125 Introduction to Baking Science & Theory, CUL1126 Introduction to Pastry Techniques & Artistry, CUL1146 Garde Manger

CM3305 FACILITIES MANAGEMENT & DESIGN

3 Quarter Credits (33 hrs Lecture)

This course provides students with information related to hospitality facility design and maintenance. Food service layout and design is related to operating issues, new building construction, and renovations. Planning and design of facilities including equipment, space and functional relationships, cost and operating efficiencies; emphasis on maintenance programs, safety regulations, building code requirements and energy conservation. *Prerequisite: None*

CM3306 FOODSERVICE TECHNOLOGY & INFORMATION

3 Quarter Credits (33 hrs Lecture)

This course is a survey course in foodservice information systems and technology (IS&T) designed to introduce students to the many diverse facets of IS&T in the foodservice industry. Current systems and issues of major importance in the field of IS&T will be considered as they relate to the foodservice industry. Emphasis will be placed on the managerial and business aspects of IS&T, rather than the technical perspectives. Core topics will include key foodservice systems (e.g., accounting and property management systems, point-of-sale, sales and catering, etc.), guest service and customer relationship management (CRM), knowledge management, and IS&T strategy. *Prerequisite: FS104 Computer Applications*

CM3315 HOSPITALITY MARKETING

3 Quarter Credits (33 hrs Lecture)

This course is an introduction to service marketing as applied to the Hospitality industry. This course will cover application of basic marketing concepts and research methods. Design and delivery of marketing components for a hospitality business will be covered. Topics included but not limited to: unique attributes of service marketing; consumer orientation; consumer behavior; market segmentation principles; target marketing; product planning; promotion planning; market research; and competitor analysis. *Prerequisite: None*

CM3316 LEGAL ISSUES & ETHICS FOR CULINARIANS

3 Quarter Credits (33 hrs Lecture)

The course is designed to give the student an overview of legal issues arising in the foodservice environment. The students will examine laws pertinent to the hospitality/food service industry and will investigate the relationship of these laws to the administration of a service organization. This course also identifies common ethical dilemmas encountered by Culinaricians; introduces the student to the foundations, purpose, and content of ethical codes and approaches to ethical decision making. *Prerequisite: CUL1124 Management, Supervision & Career Development*

CM3317 INTRODUCTION TO ACCOUNTING

3 Quarter Credits (33 hrs Lecture)

This course introduces the basic concepts of financial accounting, including the principles upon which the determination of a company's net income and financial position are based. The course presents the accounting cycle, recording process, financial statements, budgetary planning, and performance evaluation. Basic financial statements are introduced, the items included in these reports and the economic events and accounting related to them. The course provides information to facilitate how to use and interpret accounting information. *Prerequisite: Any lower division Mathematics course*

CM3319 LEADERSHIP & ORGANIZATIONAL DEVELOPMENT

3 Quarter Credits (33 hrs Lecture)

Students examine leadership, organizational management and culture, focuses on the role of the managers as facilitators of change within the organizations. The course emphasizes the concepts of motivation, interpersonal relationships, group dynamics, leadership, and organization culture. Examination of leadership styles, development of strategic plans, and critical problem solving in the hospitality industry are covered in the course.

Prerequisite: CUL1124 Management, Supervision & Career Development

CM3320 FOODSERVICE FINANCIAL MANAGEMENT

3 Quarter Credits (33 hrs Lecture)

In this course, the students develop a working knowledge of the current theories, issues and challenges involved with financial management. Students are introduced to the tools and skills that financial managers use in effective decision making. Topics include budgeting, cash management, cost concepts and behavior, investment analysis, borrowing funds, and financial forecasting. *Prerequisite: CM3317 Introduction to Accounting*

CM3322 HUMAN RESOURCE MANAGEMENT

3 Quarter Credits (33 hrs Lecture)

This course introduces the principles and practices of human resources management relevant to hospitality organizations, with emphasis on the entry-level manager's role. Topics covered will include employment laws, workforce management, compensation and benefits administration, labor unions, employee safety, diversity and ethics.

Prerequisite: CUL1124 Management, Supervision & Career Development

CM3324 CATERING & EVENT MANAGEMENT

3 Quarter Credits (33 hrs Lecture)

This course introduces students to the fundamentals of catering, special events and sales in the hospitality industry. The course focuses on understanding the catering's role within the hospitality industry and the various catering disciplines. Students also discuss topics such as contracts, checklists, legal considerations, staffing and training, food production, and sanitation. This course is project driven which requires significant creative and independent work. *Prerequisite: None*

CM4400 MANAGEMENT EXTERNSHIP

3 Quarter Credits (99 hrs Externship)

Students observe and participate in the supervisory operation of a successful foodservice business. They apply their professional skills to gain experience in order to enter and become successful in the foodservice business. Emphasis is placed on developing hospitality management skills. *Prerequisite: By Permission of Academic Director/Advisor*

CM4404 QUALITY SERVICE MANAGEMENT & TRAINING

3 Quarter Credits (33 hrs Lecture)

This class will examine the role of service in the food service industry and explore how to give quality customer service. Service systems and training programs in quality operations will be examined through the use of case studies and hypothetical scenarios. The course will cover employee training and development from both a strategic and operational perspective. The class will culminate by examining Charlie Trotter's service standards in what is often the best-rated restaurant in the United States. *Prerequisite: None*

CM4405 SENIOR CULINARY PRACTICUM

4 Quarter Credits (22 hrs Lecture/66 hrs Lab)

This course is intended to be a practical capstone for the culinary management curriculum. It will draw on the majority of disciplines presented earlier in the program. In this class students will plan, organize, and execute functions that will be booked and/or sold to the public. Students in effect, will experience the necessary functions of opening their own restaurant.

Prerequisite: By Permission of Academic Director/Advisor

CM4410 INNOVATION & ENTREPRENEURSHIP

3 Quarter Credits (33 hrs Lecture)

This course provides an introductory overview to the knowledge and skills needed for entrepreneurship. The course offers a chance to gain new knowledge and skills about how to identify and pursue entrepreneurial opportunities that can be applied to a student's own interests. Topics include: how entrepreneurs find, screen, and evaluate ideas and new business opportunities. *Creativity:* Imagination, ingenuity; The ability to create; The act of relating previously unrelated things; The application of a person's mental ability and curiosity to discover something new.

Innovation: The introduction of something new; The development of new processes, methods, devices, products, and services for use by oneself and/or others.

Entrepreneurship: The pursuit of opportunity without regard to resources currently controlled; The process of creating value by combining resources in unique ways to exploit opportunity. Involves taking responsibility for implementing innovative concepts. *Prerequisite: By Permission of Academic Director/Advisor*

CM4415 GLOBAL MANAGEMENT & OPERATIONS IN THE HOSPITALITY INDUSTRY

3 Quarter Credits (33 hrs Lecture)

This course provides students with an introduction to the dimensions and nature of the international hospitality industry. It is designed to review the principles of management and to apply management theory to the global marketplace. Students examine the social, cultural, political and economic environments within which international hospitality operators compete for survival and growth. Topics emphasized include cultural dimensions of management, international management strategy, international marketing and international human resource management. *Prerequisite: By Permission of Academic Director/Advisor*

CM4420 EXPLORING WINES & THE CULINARY ARTS

3 Quarter Credits (22 hrs Lecture/22 hrs Lab)

This course provides an introduction to the production of wine from vineyard to bottle, as well as a review of the basic grape varieties that are used to make wine. Through lectures, research and tasting, students are exposed to different types, styles and quality levels of wine. Students will become familiar with the world's most important wine regions and learn the common criteria by which wines from these different regions are evaluated. This course is designed to teach students the applied approach to matching wine and food, using flavors, textures, and components present in food and wine as complementing strategies. The course emphasizes menu planning, preparation of foods, cooking methods, and tasting wines with food.

Prerequisite: CUL2227 Food & Beverage Operations Management

CM4500 SENIOR PROJECT — CAPSTONE

3 Quarter Credits (33 hrs Lecture)

Through competencies developed with previous related studies course work, students will develop a business plan for a minimum one hundred-seat restaurant. The project will include: Market Analysis and Marketing Strategy, Operating Budget, Sales Projections, Opening Inventories, Capital Equipment, Standardized Recipes and Costing for all standardized recipes, Menu and Facilities Design. The course covers the components of a business plan as well as techniques for developing and presenting sections of the plan. Business related competencies are reviewed and tutored as necessary for completion of the project.

Prerequisite: By Permission of Academic Director/Advisor

FACULTY PROFILE

Faculty members at The Art Institute of California- Hollywood are chosen for their professional experience and academic training and include teaching professionals and successful practitioners in their fields. All are alert to changing trends in their fields and new educational systems.

Academic Affairs

KAREN NOWAK DEAN OF ACADEMIC AFFAIRS

EDUCATION

- Argosy University, Master of Arts in Education; 2008
- Kent State University, Bachelor of Arts in Interior Design; 1992
- University of California- Irvine, Bachelor of Arts in English; 1970

PROFESSIONAL EXPERIENCE

- Karen Nowak Interiors Inc. (Principal); 1998 – present
- Three Elysabette's (Senior Interior Designer); 1996 – 1998
- Harrison Fine Furniture (Interior Designer); 1995 – 1996

TERESA (TERRY) BAILEY ACADEMIC DEPARTMENT DIRECTOR FOR WEB DESIGN & INTERACTIVE MEDIA

EDUCATION

- San Francisco State University, Bachelor of Arts in Film; 1977

PROFESSIONAL EXPERIENCE

- Mediabench (Owner); 1999 –present
- New Media (Instructor/Guest Lecturer); 1999 – present
- Howrey & Simon Law Firm (Director of Multimedia & Audio-Visual Communications); 1995 – 1998

ALETA CAMPBELL ACADEMIC DEPARTMENT DIRECTOR FOR FASHION DESIGN, FASHION MARKETING AND MANAGEMENT

EDUCATION

- California State University, Dominguez Hills, Bachelor of Arts in Art History; 2000
- California Design College, Certificate of Graduation in Computer-Aided Design; 1998

PROFESSIONAL EXPERIENCE

- Glendale Community College (Instructor); 1998 - 2005
- Pasadena City College (Instructor); 2000 – 2005
- California Design (Merchandiser); 1995 – 1998

GARY LAVASSER ACADEMIC DEPARTMENT DIRECTOR FOR SET & EXHIBIT DESIGN

EDUCATION

- California State University- Long Beach, Master of Arts in Art; 1974
- California State University- Long Beach, Bachelor of Arts in Art; 1972

PROFESSIONAL EXPERIENCE

- LaVasser Design (Design Consultant); 2001 - present
- Six Flags Theme Parks (Director of Store Design and Visual Merchandising); 1998 - 2001
- Greneker Mannequin (Director of Image and Marketing); 1997 – 1998
- The Disney Stores (Exclusive Consultant, Store Design & Visual Marketing); 1996 - 1997

MARK C. LEWISON ACADEMIC DEPARTMENT DIRECTOR FOR INTERIOR DESIGN

EDUCATION

- University of Massachusetts, Master of Science in Art; 1990
- University of Massachusetts, Bachelor of Business Administration in General Business Finance; 1983

PROFESSIONAL EXPERIENCE

- Wired Custom Decorative Lighting (Showroom Manager); 2004 - present
- Mark Lewison Design, Inc. (Interior Designer); 1990 - 2004

Fashion Design

MARSHA (ANGEE) BECKETT

EDUCATION

- University of California- Los Angeles, Master of Fine Arts in Theater Arts; 1980
- University of California- Santa Cruz, Bachelor of Theater Arts; 1975
- Los Angeles Community College, Associate of Arts in Fashion Design; 1968

PROFESSIONAL EXPERIENCE

- California State University- Long Beach College Extension (Program Co-Creator); 1997 – 2001
- University of California Los Angeles –Extension (Program Co-Creator); 1991 - 1997
- Santa Monica Community College (Adult Education Instructor); 1988 - 1989

RONDA D. BROOKS

EDUCATION

- California State University- Long Beach, Master of Fine Arts in Theatre Arts: Technical Theatre/Design; 1998
- American InterContinental University, Bachelor of Applied Arts/Fashion Design and Marketing; 1994
- Fashion Institute of Design & Merchandising, Associate of Arts-Fashion Design; 1980

PROFESSIONAL EXPERIENCE

- Los Angeles Opera (Stitcher); 2006
- South Coast Repertory Theatre (Cutter, Draper & Stitcher); 2006
- Brooks College (Part-Time Instructor); 2000

FRANCO CASTILLA

EDUCATION

- The Ohio State University, Master of Fine Arts in Art; 2005
- Virginia Commonwealth University, Bachelor of Fine Arts: Painting & Printmaking; 2002

PROFESSIONAL EXPERIENCE

- Los Angeles Contemporary Exhibitions (Administrator); 2007 - present
- Cut an Run (Vault Manager/Runner); 2005 - 2006

GRACE S. CHANG

EDUCATION

- California State Polytechnic University- Pomona, Bachelor of Science in Business Administration/Marketing Management/Fashion Merchandising; 2003

PROFESSIONAL EXPERIENCE

- Rockulture Evens, LLC (Owner); 2006 - present
- Underground Revival (Owner); 2005 - present
- G Chang Consulting (Owner); 2004 - present

CASSANDRA DURANT-HAMM

EDUCATION

- Fordham University, Bachelor of Arts in Liberal Studies; 1973

PROFESSIONAL EXPERIENCE

- Fashion Institute of Design & Merchandising (Instructor); 2005 - present
- Santa Monica College (Instructor); 2005
- Cotton Incorporated (Manager); 1990 - 2004

LORETTA GREEN

EDUCATION

- California State University- Long Beach, Bachelor of Arts in Home Economics; 1981
- El Comino Community College, Associate of Arts in Liberal Arts; 1977

PROFESSIONAL EXPERIENCE

- Citizen of Humanity (Production Patternmaker); 2002 - present
- Guess, Inc. (Production Patternmaker); 2002 - 2006
- Joie, Inc. (Production Patternmaker); 2002

SARAH HOLMES

EDUCATION

- California Design College, Bachelor of Fine Arts in Fashion Design; 2007
- Fashion Institute of Design and Merchandising, Associate of Arts in Fashion Design; 2003

PROFESSIONAL EXPERIENCE

- Simply Fabulous Events (Event Planner); 2003 – present
- JCPenney (Visual Specialist); 1992 – 2005

MORRISON JACKSON

EDUCATION

- University of Southern California, Master of Fine Arts in Drama; 1984
- Stephens College, Bachelor of Arts in Fashion Design; 1982
- Stephens College, Bachelor of Fine Arts in Theatre Arts; 1982

PROFESSIONAL EXPERIENCE

- Fashion Institute of Design and Merchandising (Adjunct Faculty); 2006 - present
- Otis College of Art and Design (Senior Lecturer); 2003 - present

SOFI KHACHMANYAN

EDUCATION

- California State University- Los Angeles, Bachelor of Arts in Art; 2005
- Los Angeles Community College, Associate of Arts in Art; 1999
- Fashion Institute of Design & Merchandising, Associate of Arts in Fashion Design; 1993

PROFESSIONAL EXPERIENCE

- Sofi's Hand Knits (Designer); 1993 – present
- John David Ridge, Inc. (Draper/Stitcher); 1997
- Masis Dance Studio (Costume Maker); 1995 – 1997

KRISTINA KRPEKYAN

EDUCATION

- Otis College of Art and Design, Bachelor of Arts in Fashion Design; 2003

PROFESSIONAL EXPERIENCE

- Kristen Richi Boutique (Owner); 2004 - present
- Jeremy Scott (Associate Designer); 2003
- Bebe Swim Wear (Designer); 2002

ILDA (ESTHER) MENDEZ

EDUCATION

- California State University- Fullerton, Master of Arts in Art-Drawing and Painting; 2000
- University of California- Santa Cruz, Bachelor of Arts in Art; 1997

PROFESSIONAL EXPERIENCE

- Tustin Adult Continuing Education (Teacher); 2003 - 2006
- Tustin Unified School District (Teacher); 2001 - 2006
- O'Cadiz Art Studio (Art Instructor and Architectural Perspective Rendering Artist); 1997 - 2002

ALINA PARSON

EDUCATION

- Tashkent State Institute of Foreign Languages, Bachelor's in English as a Second Language; 1989

PROFESSIONAL EXPERIENCE

- Freelance (Patternmaker); 1999 – present
- KD Spring (Manager/Designer); 1997 – 1999
- Accent TV Show (Designer); 1997

WISIT PRAPONG

EDUCATION

- New School University, Associate in Applied Science in Fashion Design; 2002
- University of California - Davis, Bachelor of Arts in Art History; 2000

PROFESSIONAL EXPERIENCE

- Taraca Pacific (Designer); 2005 - present
- Fixed Earth Films (Freelance Designer); 2004 - present
- Metropolitan Museum of Art (Sales); 2002 - 2003

KRIS KERYL REINKE

EDUCATION

- Bassist College, Associate of Arts in Apparel Design; 1983
- The University of Tulsa, Bachelor of Arts in Literature; 1977
- Galveston College, Associate of Science in History; 1976

PROFESSIONAL EXPERIENCE

- Self-Employed (Freelance Patternmaker); 2000 – present

CAROL SAPOS

EDUCATION

- Walden University, Masters of Science in Education; 1998
- Pepperdine University, Bachelor of Science in Business Management; 1982

PROFESSIONAL EXPERIENCE

- Los Angeles Trade Technical College (Associate Professor); 1993 – present
- Fashion Institute of Design and Merchandising (Adjunct Instructor); 1992 – present
- Carol Sapos Designs (Owner/CEO); 2008

ROBIN SCHNEIDER

EDUCATION

- State University of New York-Binghamton, Bachelor of Arts in Theatre; 1987

PROFESSIONAL EXPERIENCE

- American Dreamwear, Inc. (Designer/Merchandiser); 2004 - 2005
- Designer Diner (Freelance Design); 2003 - 2004
- JAG Productions (Graphic Designer); 1998 - 2003

SHIDEH SHIRDEL

EDUCATION

- National University of Iran, Masters of Arts in Education; 1973

PROFESSIONAL EXPERIENCE

- California Design College (Dean of Education); 1995 - 2002
- Asco Trading Corp. (Production Pattern Maker/Missy Designer); 1990 – 1995

Fashion Marketing & Management

SIAMAK DABIRI

EDUCATION

- Minnesota State University, Master of Business Administration; 1977

PROFESSIONAL EXPERIENCE

- Corinthian College (Adjunct Faculty); 2003 - present
- American Intercontinental (Adjunct Faculty); 2003 - present
- University of Redlands (Adjunct Faculty); 2002 - present

KEI DILLARD

EDUCATION

- Vanguard University of Southern California, Master of Science in Clinical Psychology; 2005
- Vanguard University of Southern California, Bachelor of Arts in Organizational Management; 2002

PROFESSIONAL EXPERIENCE

- Cynosure Management Solutions Inc. (CEO/President); 2006 - present
- Westwood College (Adjunct Instructor); 2005 - 2007

NICHET GRAY

EDUCATION

- University of Redlands, Bachelor of Science in Business and Management; 2006

PROFESSIONAL EXPERIENCE

- 57 Fake American Apparel (Design and Merchandise Consultant); 2001 - present
- Nordstrom (Manager); 2004 - 2005
- Puppylove (Owner/Designer); 1999 - 2001

DORANNE JUNG

EDUCATION

- Boston University, Master of Science in Public Relations; 1972
- Mills College, Bachelor of Arts in Philosophy, Religion & Sociology; 1970

PROFESSIONAL EXPERIENCE

- DeVry Online University (Faculty); 2002 - present
- Santa Monica College (Faculty); 2002 – present
- Corinthian College (Faculty); 2001 – present

SHARIE RADIN-PALATT

EDUCATION

- Fashion Institute of Design and Merchandising, Professional Designation Degree in Visual Presentation & Space Design Major; 1997
- California State University- Northridge, Bachelor of Arts in Liberal Studies/Education; 1976

PROFESSIONAL EXPERIENCE

- The Sisters of Bubik (Co-Owner/Designer); 2004 - present
- Fashion Institute of Design & Merchandising (Instructor); 2001 - 2004
- SHARIE Ruth (Owner/Designer); 1998 - 2004

KOFFAJUAH (KOFFA) TOEQUE

EDUCATION

- Argosy University, Master of Arts Education in Educational Leadership; 2007
- California State Polytechnic University- Pomona, Bachelor of Science in Apparel Merchandising and Management/Apparel Production; 2005

PROFESSIONAL EXPERIENCE

- Self Improvement (Image Advisor/Personal Shopper); 2004 – present
- MAC Cosmetics (Makeup Artist); 2004 – present
- Target Corp. (Executive Team Leader); 2003 - 2004

Foundation Studies

ARSEN BADEYAN

EDUCATION

- National Academy of Sciences in Yerevan, Armenia, Ph.D. in Computer Science; 1999
- Yerevan State University, Master of Science in Applied Mathematics; 1996
- Yerevan State University, Bachelor of Science in Applied Mathematics; 1996

PROFESSIONAL EXPERIENCE

- CBD College (Instructor); 2004 - 2006
- Wexler Video (Senior Broadcast IT Technician); 2004 - present
- Eyeflash Productions (IT Manager); 2002 - 2004

YVONNE B. BANZALI

EDUCATION

- Loyola Marymount University, Master of Business Administration; 2003
- University of Southern California, Master of Marriage, Family & Child Counseling; 2001
- University of Southern California, Bachelor of Arts in Psychology; 1998

PROFESSIONAL EXPERIENCE

- Uptown Association (Organization Consultant/Marketing Director); 2003 – 2004
- The Soussana Group (Associate Publicist); 2003
- Laughlin Strategy Group (PR/Marketing Coordinator); 2002 - 2003

TANIA HADDAD

EDUCATION

- California State University- Long Beach, Master of Arts in Occupational Studies; 2007

PROFESSIONAL EXPERIENCE

- Design and More (Freelance Graphic Designer); 2000 – present
- Saks Fifth Avenue (Customer Service Representative); 1999 - 2000

LAURIE HINES

EDUCATION

- Claremont Graduate University, Master of Fine Arts in Art/Painting; 1997
- The University of California- Santa Cruz, Bachelor of Arts in Art; 1989

PROFESSIONAL EXPERIENCE

- California State University- San Bernardino (Adjunct Instructor); 2005 – 2007
- Long Beach City College (Adjunct Instructor); 2004 – 2005
- ColArt Americas, Inc. (Technical Education Manager); 2000 - 2003

HAYKANUSH HOVSEPYAN

EDUCATION

- California Design College, Bachelor of Science in Graphic Design; 2007

PROFESSIONAL EXPERIENCE

- StudioMA (Graphic Designer); 2007 - present

TERRY A. KONRATH

EDUCATION

- California Institute of the Arts, Master of Fine Arts in Photography; 1996
- California State University- Fullerton, Bachelor of Fine Arts in Photography; 1993

PROFESSIONAL EXPERIENCE

- California Science Center (Illustrator); 2005
- Sean Stewart Productions (Illustrator); 2005
- AFI Feature Film (Illustrator); 2004

FARZANEH MOHAMMADI

EDUCATION

- Youngstown State University, Bachelor of Science in Computer Technology; 1983
- Youngstown State University, Associate of Arts in Computer Technology; 1981

PROFESSIONAL EXPERIENCE

- Maric College (Instructor and Department Head); 1996 - present
- Mt. Sierra College (Adjunct Professor); 2000 - 2001
- Phillips Jr. College (Instructor and Department Head); 1990 - 1996

STEPHANIE SABO

EDUCATION

- California Institute of the Arts, Master of Fine Arts in Art & Writing; 2004
- Ashland University, Bachelor of Arts in Fine Arts; 2000

PROFESSIONAL EXPERIENCE

- Otis College of Art & Design (Substitute Instructor); 2004
- Los Angeles Contemporary Exhibitions (Gallery Docent/Administrative Assistant); 2003 – 2004
- California Institute of the Arts (Writing Arts Instructor); 2003

TAKVOR SALMASTYAN

EDUCATION

- Yerevan State University, Master's in Economic Geography; 1989
- Yerevan State University, Bachelor's in Economic Geography; 1989

PROFESSIONAL EXPERIENCE

- Brooks College (Adjunct Faculty Member); 2001 – present
- Mt. Sierra College (Faculty Member); 1999 – 2003
- Masisar Productions, L.L.P. (Story Developer); 2000 – 2002

Graphic Design

ALLAN J. BARNES

EDUCATION

- Ohio University, Master of Arts in Photo Communications; 1989
- Wayne State University, Bachelor of Arts in Spanish/Art; 1985

PROFESSIONAL EXPERIENCE

- Washtenaw Community College (Instructor); 2004 - 2006
- University of Michigan (Instructor); 2000 - 2001
- Latte Publishing Group (Staff Photographer); 1996 - 1997

ARDEN DE BRUN

EDUCATION

- Cranbrook Academy of Art, Master of Fine Arts in Graphic Design; 2003
- University of Illinois, Bachelor of Fine Arts in Graphic Design; 1999

PROFESSIONAL EXPERIENCE

- The Art Institute of Houston (Instructor/Chair, Graphic Design); 2005 - 2008
- Studio Red at Rockwell (Freelance Graphic Designer); 2006
- Ogilvy B.I.G. (Freelance Graphic Designer); 2005

KHARA CLOUTIER

EDUCATION

- Southwest Texas State University; Bachelor of Fine Arts in Communication Design; 2003

PROFESSIONAL EXPERIENCE

- Idea Girl Design (Proprietress); 2006 – present
- Watch Collector (Contributing Art Director); 2006 - present
- Merge Magazine (Creative Director); 2006 - present

MANDY C. GREEN

EDUCATION

- Syracuse University, Master of Arts in Advertising Design; 1997
- The New School- A University, Bachelor of Fine Arts in Communication Design; 1986

PROFESSIONAL EXPERIENCE

- Mandy Green Design (Freelance Creative Director); 2000 - present
- Applause, Inc. (Visual Merchandising Manager); 2000
- Disney TeleVentures (Creative Services Manager); 1996 - 2000

VICTOR HU

EDUCATION

- California Institute of the Arts, Master of Fine Arts in Graphic Design; 2007
- University of California- Berkeley, Bachelor of Arts in Art; 1999

PROFESSIONAL EXPERIENCE

- Green Dragon Office (Designer); 2007 - present
- Doberman Gang (Creative Director); 2001 - 2004
- Reeplay (Web Developer); 2000 - 2001

JASON MAHANES

EDUCATION

- Art Center College of Design, Master of Fine Arts - FAPT; 2002
- University of Maryland, Bachelor of Arts in VPAV-Visual Arts-Photography; 2000

PROFESSIONAL EXPERIENCE

- Beyond Baroque (Instructor); 2004 - present
- Art Center College (Instructor); 2001 - present
- University of Maryland (Instructor); 1997 – 1998

PATRICK MINASSIAN

EDUCATION

- California State University- Northridge, Bachelor of Arts in Art; 1999

PROFESSIONAL EXPERIENCE

- J & A Advertising (Graphic Designer); 2003 – 2004
- Learning Tree University (Faculty); 2003
- Imagine Media (Graphic Designer); 2001 - 2002

TANYA RUBBAK

EDUCATION

- California Institute of the Arts, Master of Fine Arts in Graphic Design; 2007
- University of Pennsylvania, Bachelor of Arts in English Literature & Economics; 1997

PROFESSIONAL EXPERIENCE

- 5+Design (Senior Designer); 2007 – present
- ALT Studio (Freelance Designer); 2006 – 2007
- Mixed Greens (Senior Designer); 2002 - 2005

JOSEPH TORAMANIAN

EDUCATION

- Polytechnical Institute of Town Planning, Ph.D. in Architecture; 1982
- Yerevan Polytechnic Institute named after K. Marx, Master of Science in Architecture; 1982

PROFESSIONAL EXPERIENCE

- Westwood College of Technology (Instructor); 2000 - 2004
- Kodak (Designer); 1995 - 1999
- Silver Island (Contractor); 1992 - 1995

DONNA TRACY

EDUCATION

- University of North Texas, Bachelor of Fine Arts in Communication Design/Journalism Advertising; 1998

PROFESSIONAL EXPERIENCE

- Modern Luxury Magazines (Marketing Art Director); 2007 – present
- Rapp Collins Worldwide (Art Director); 2006 - 2007
- Ervin Bell Marketing Communications (Freelance Art Director); 2005 - 2006

DARREN C. TUOZZOLI

EDUCATION

- California Institute of the Arts, Master of Fine Arts in Graphic Design; 2004
- Seton Hall University, Bachelor of Arts in English/Economics; 1991

PROFESSIONAL EXPERIENCE

- Passenger (Designer, Director); 2004 - present
- The Office of Paul Sahre (Designer); 2003
- Go Wanchai Grafickers (Art Director); 2001 - 2002

JEFFREY WEBER

EDUCATION

- Brooks Institute of Photography, Bachelor of Arts in Still Photography; 1998

PROFESSIONAL EXPERIENCE

- Pictage (Managing Production Artist); 2005 - present
- XSITE Magazine (Lead Photographer); 2003 - 2005
- Lakeside Studios (Studio Manager); 2002 - 2005

Humanities

HILARY IKER

EDUCATION

- University of Southern California, Master's of Professional Writing; 1995
- University of Virginia, Bachelor of Arts in English Language & Literature; 1983

PROFESSIONAL EXPERIENCE

- Art Institute of California, Los Angeles (Adjunct Instructor); 2004 - present
- Self-Employed (Freelance Writer/Producer); 1998 - present

ALVIN (DIALLO) JACKSON

EDUCATION

- University of Hawaii at Manoa, Master of Arts in English; 1997
- St. Michael's College, Bachelor of Arts in English; 1994

PROFESSIONAL EXPERIENCE

- Matrix Consultants (Graphic Assistant); 2007
- Action Studio Works (Technical Writer/Web Designer); 1998 - present

DEANN JORDAN

EDUCATION

- California State University- Northridge, Master of Arts in English/Creative Writing; 2005
- San Francisco State University, Bachelor of Arts in English (Creative Writing); 1993

PROFESSIONAL EXPERIENCE

- The Word Doctors (Founder/President); 2006 - present
- One World Language Solutions (Clinician/Instructor); 2006 - present
- Books and Journal Publications (Author); 1988 – present

ANDIE KARRAS

EDUCATION

- Roosevelt University, Master of Arts in English; 2005
- University of Wisconsin- Madison, Bachelor of Arts in Political Science & English; 2003

PROFESSIONAL EXPERIENCE

- JAB Real Estate, Inc. (Website Editor/Writer); 2005 – 2007
- Roosevelt University (Instructional Tutor/Editor); 2003 – 2005
- Mental Health Associates (Medical Editor/Office Manager); 2001 - 2003

ANTHONY SOLTIS

EDUCATION

- Slippery Rock University of Pennsylvania, Master of Arts in English; 1984
- Slippery Rock University of Pennsylvania, Bachelor of Arts in English; 1982

PROFESSIONAL EXPERIENCE

- Valley Torah High School (English Instructor); 2006 - present
- Santa Monica High School (English Instructor); 2004 - present

TARRA STEVENSON

EDUCATION

- Loyola Marymount University, Master of Arts in English; 2005
- University of California-Davis, Bachelor of Arts in English; 2002

PROFESSIONAL EXPERIENCE

- Los Angeles City College (Instructor); 2005 – present
- SDI Media (Editor/Proofreader); 2005 - 2006

Interior Design

SARAH ANGNE

EDUCATION

- University of Cincinnati, Bachelor of Science in Interior Design; 2004

PROFESSIONAL EXPERIENCE

- Independent Interiors (Owner/Interior Designer); 2006 - present
- The Art Institute of Ohio – Cincinnati (Instructor); 2006 – 2008
- Closet & Storage Concepts (Account Executive/Interior Designer); 2005 - 2008

ERNEST CONVENTO

EDUCATION

- Southern California Institute of Architecture, Master of Architecture I; 2004
- University of California- Irvine, Bachelor of Arts in Studio Art; 2002
- University of California- Irvine, Bachelor of Arts in Environmental Analysis & Design; 2002

PROFESSIONAL EXPERIENCE

- Los Angeles Community Design Center (Project Designer); 2005 - present
- Howard Com (Project Designer); 2005

GEORGE N. KONTOS

EDUCATION

- California Institute of the Arts, Master of Fine Arts in Integrated Media/Art; 2005

PROFESSIONAL EXPERIENCE

- ITT Technical Institute (Instructor); 2007 - present
- Cliff Garten & Associates, Inc. (Designer); 2005 - present

CHRISTOPHER T. LAMBERT

EDUCATION

- University of New Orleans, Master of Fine Arts in Film, Theatre, Comm Arts; 2004
- University of Texas at Austin, Bachelor of Science in Radio-Television-Film; 2000

PROFESSIONAL EXPERIENCE

- Westwood College (Instructor); 2005 - 2006
- ITT Technical Institute (Instructor); 2005 - 2006

VINCE MARCELLO

EDUCATION

- University of Southern California, Master of Fine Arts in Cinema and Television Production; 2006
- University of Florida - Gainesville, Bachelor of Science in Business Finance; 1992

PROFESSIONAL EXPERIENCE

- Brooks Art College (Instructor); 2005 – 2006
- University of Southern California (Graduate Teaching Asst); 2002 - 2005

WILLIAM R. MERRYFIELD

EDUCATION

- Virginia Polytechnic Institute & State University, Master of Architecture in Architecture; 1990
- Indiana University, Bachelor of Arts in Fine Arts and Psychology; 1980

PROFESSIONAL EXPERIENCE

- Westwood College (Instructor); 2004 - present
- Leftfield Design (Owner/Designer); 2003 - present
- Robert Legere Home (Designer/Marketing Director); 2002 - 2003

GIA MOODY

EDUCATION

- New York Academy of Art, Master of Fine Arts in Painting; 2006
- School of the Art Institute Of Chicago, Bachelor of Fine Arts; 2002
- Fashion Institute of Design and Merchandising, Associate of Arts in Interior Design; 1992
- Pepperdine University, Bachelor of Science in Sports Medicine; 1987

PROFESSIONAL EXPERIENCE

- Alexandra Champalimay (Senior Designer); 2006 - 2007
- Barry Design (Senior Designer); 2002 - 2004

MARK J. ODELL

EDUCATION

- Southern California Institute of Architecture, Master of Architecture I; 2004
- University of California- Los Angeles, Bachelor of Arts in Theater; 1984

PROFESSIONAL EXPERIENCE

- OPI International (Architectural Consultant); 1986 –present
- FEMA (Architectural Consultant); 2005 – present
- Los Angeles Unified School District (Instructor); 1997 - 2004

PAMELA L. OVLEN

EDUCATION

- University of California- Berkeley, Bachelor of Arts in English; 1969

PROFESSIONAL EXPERIENCE

- OC Designs (Owner/Interior Designer); 2004 - present
- Deanna Robinson Interiors (Senior Designer); 2003 - 2004
- Design Works, Inc. (Interior Designer); 1999 - 2003

ANNA PIWONSKA

EDUCATION

- University of Technology- Cracow, Master's Degree in Architecture; 2001

PROFESSIONAL EXPERIENCE

- Studio a (Principle/Designer); 2007 - present
- EIS Studio (Project Architect/Designer); 2004 - 2007
- Poliform USA (Showroom Architect); 2002 - 2004

JHONALYN (JHOIEY) RAMIREZ

EDUCATION

- University of Santo Tomas, Bachelor of Science in Architecture; 1996
- Philippine School of Interior Design, Associate in Interior Design; 1996

PROFESSIONAL EXPERIENCE

- Westfield Design & Construction (Senior Project Designer); 2004 - present
- chromaFlux Studios (Founder/Curator); 2003
- Linane/Drews Architects (Project Manager/Project Designer); 2002 - 2004

EDWARD J. TRAFIDLO Jr.

EDUCATION

- Rensselaer Polytechnic Institute, Bachelor of Architecture; 1972

PROFESSIONAL EXPERIENCE

- Edward J. Trafidlo Jr. Associates (Architect); 1982 - present
- Sadrieh Architects (Architect); 1997 - 1999
- Boston Architectural Center (Instructor); 1986 - 1990

Liberal Studies

OZZIE DEAN

EDUCATION

- Alliant International University, PhD in Psychology; 1986
- Valdosta State University, Master of Science in Psychology/Clinical Counseling; 1980

PROFESSIONAL EXPERIENCE

- Devry University (Professor); 1995 - 2007

ROBERTA MORRIS

EDUCATION

- University of Toronto, Doctor in Philosophy; 2000
- University of Toronto, Master's Degree in Philosophy; 1996

PROFESSIONAL EXPERIENCE

- Roberta Morris Mediation (Mediator); 2005 – present
- Los Angeles Archdiocese (Director of Religious Education); 2002 – 2004
- University of Toronto (Media Advisor); 2000 - 2001

BURT STILLAR

EDUCATION

- California State University- Northridge, Master of Public Administration; 2003
- Washington State University, Bachelor of Arts in English; 1985

PROFESSIONAL EXPERIENCE

- West Coast University (Faculty); 2004 – present
- Westwood College (Teacher); 2004 - 2005
- CBS Radio (Writer); 2000 – 2002

RISA WILLIAMS

EDUCATION

- Antioch University, Master of Arts in Clinical Psychology; 2006
- New York University, Master of Fine Arts in Dramatic Writing; 1998
- New York University, Bachelor of Fine Art in Dramatic Writing; 1997

PROFESSIONAL EXPERIENCE

- Brooks College (Adjunct Professor); 2008
- Groupworks West (Group Co-Therapist); 2007 - present
- United Care (Social Worker); 2007

Set & Exhibit Design

ELIZABETH CANTU

EDUCATION

- California Institute of the Arts, Master of Fine Arts in Theatre; 1996
- Colgate University, Bachelor of Arts in English; 1992

PROFESSIONAL EXPERIENCE

- Mid-Wilshire Education & Career Center (Distance Learning Coordinator/Teacher); 2005 – present
- Reseda Community Adult School (Distance Learning Coordinator); 2004 - 2006
- Los Angeles Technology Center (ESL Teacher); 2002 - 2004

TONY RIZZI

EDUCATION

- University of Hawaii, Manoa, Master of Fine Arts in Theatre and Dance; 1992
- University of California- Los Angeles, Bachelor of Arts in Design; 1981

PROFESSIONAL EXPERIENCE

- Scenic Designer 1994 – present
- Costume Designer 1989 – 2005
- Lighting Designer 1996 - present

Visual Effects & Motion Graphics

BLANKA EARHART

EDUCATION

- Northwestern University, Master of Fine Arts in Art, Theory and Practice; 2003
- School of the Art Institute of Chicago, Bachelor of Fine Arts; 1999

PROFESSIONAL EXPERIENCE

- Bunim and Murray (Digital Media Producer); 2006 - 2007
- Twin Art (Designer); 2006
- Cutters (Assistant Editor); 2003 – 2004

KEITH P. GRUCHALA

EDUCATION

- Brooks Institute, Bachelor of Arts in Still Photography; 1990

PROFESSIONAL EXPERIENCE

- Self-Employed (Freelance Cinematographer/Videographer); 1989 - present

Web Design & Interactive Media

ARI DANESH

EDUCATION

- University of Southern California, Bachelor of Science in Biomedical Engineering; 1987

PROFESSIONAL EXPERIENCE

- Lumberjack Animation (Owner); 2006 – present
- California State University- Northridge (Instructor); 2008
- University of California- Los Angeles: Extension (Instructor); 1998 - present

PHILIP E. HOWLEY

EDUCATION

- Temple University, Master of Business Administration in Computer & Information Science; 2000
- Clemson University, Bachelor of Science in Financial Management; 1994

PROFESSIONAL EXPERIENCE

- Westwood College (Professor); 2003 - present
- Integrated Digital Technologies (Instructor); 2002 - 2003

LYDIA E. IDEM

EDUCATION

- Vanderbilt University, Bachelor of Science in Computer Science/Management of Technology; 2000
- Georgia Institute of Technology, Master of Science in Management; 2002

PROFESSIONAL EXPERIENCE

- Berkeley City College (Adjunct Instructor); 2006 - 2007
- BlackTree Enterprises, Inc.(Webmaster); 2001 - present

ANN KANEKO

EDUCATION

- University of California- Los Angeles, Master of Fine Arts in Directing (Department of Film & Television); 1998
- Bennington College, Bachelor of Arts in Photography & International Relations; 1986

PROFESSIONAL EXPERIENCE

- Visual Communications- Filmmaking Fellowship Program (Advisor/Mentor); 2006 – 2007
- Project Involve- Filmmaking Mentorship Program(Mentor); 2004/2006
- Institute for Multimedia Literacy-University of Southern California (Ethnographer/Videographer); 2002 - 2004

KATHY KHOO

EDUCATION

- New York University, Master of Arts in Educational Communication and Technology; 2005
- La Sierra University, Bachelor of Art in Art; 2001
- La Sierra University, Bachelor of Fine Arts in Graphic Design; 2001

PROFESSIONAL EXPERIENCE

- Kaiser Permanente (Project Manager/Instructional Designer); 2006 - present
- NetAid (E-learning Curriculum & Technology Developer Intern); 2005
- pMachineServices (Creative Director/Partner); 2004 - 2005

HEIDI J. SIENNICKI

EDUCATION

- University of Redlands, Master of Science in Interactive Telecommunications; 2004
- University of Redlands, Bachelor of Science in Business and Management; 2000
- San Bernardino Valley College, Associate of Arts in Liberal Arts; 1996

PROFESSIONAL EXPERIENCE

- Westwood College (Instructor); 2006 - 2007
- ITT Technical Institute (Instructor); 2002 - 2006
- Mile High Hollywood (Producer); 2003

MICHAEL SUTTON

EDUCATION

- University of California – Los Angeles, Bachelor of Art in Theatre; 1973

PROFESSIONAL EXPERIENCE

- Nielsen Entertainment (Multimedia Director); 2001 – 2007
- Styleclick.com (Flash/HTML Programmer); 1999 - 2001