

GLOSSARY



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AA/AS Degree Associate in Arts Degree, Associate in Science Degree. Organized plan and list of courses for the sole purpose of synthesizing all classes for the two-year lower division degree.

access Identified by evaluating the percentages of special populations students enrolled in career technical education programs as compared to the percentage of all CTE students and in comparison to the total campus/district population.

accountability A careful plan developed by the staff to establish criteria of successful teaching and planning; account for the utilization of resources to achieve prescribed goals.

accreditation The process by which the institution and program of preparation have been evaluated by an agency established for that purpose by the profession and have been certified as meeting its standards of competence and accountability.

ADA Americans with Disabilities Act of 1990, legislation designed to enforce fair practices in all aspects of society for individuals with disabilities.

ADL (activities of daily living) Basic functional activities necessary for daily functioning. Includes feeding, dressing, walking, bathing, toileting, transferring.

adult education Instruction designed to develop skills, understanding and attitudes, encompassing knowledge and information needed by adults or out of school youth over 16 years old; a process by which men and women, either alone or in groups, try to improve themselves by increasing their knowledge, skills or attitudes.

advisory committee A group of individuals selected to facilitate functional relationships between education and employers, labor unions, community agencies and related organizations, as well as establish appropriate academic and occupational program standards.

advocacy The act of supporting a cause or proposal.

all aspects of the industry As stated in Perkins IV, curriculum should reflect "all aspects of the industry" including planning, management, finances, technical and production skills, underlying principles of technology, labor and community issues, health and safety and environmental issues related to that industry.

apprenticeship training program Program registered with the U.S. Department of Labor (U.S.D.O.L.) or the state apprenticeship agency which is conducted or sponsored by an employer, or a joint apprenticeship committee representing both employers and a union, and which contains conditions for the qualification, recruitment, selection, employment and training of apprentices.

articulation Collaborative process through which the deliverers of career technical Family and Consumer Sciences Education in California define and delineate roles, responsibilities,

relationships and interrelationships for each level of instruction; may include but not be limited to secondary schools, regional occupational centers/programs (ROC/Ps), community colleges, colleges and universities, business and industry and community based organizations.

BA/BS Degree Bachelor of Arts Degree, Bachelor of Science Degree.

biopsychosocial model Approach that posits that biological, psychological and social factors intersect to play a significant role in human functioning in the context of disease and illness.

boomerang children Grown children living at home with their parents.

California Articulation Number System (CAN) An intersegmental number system designed to identify courses most commonly transferred to meet lower division major preparation requirements and simplify the transfer process. Usage being phased out.

California State Plan The *California [State Plan for Career and Technical Education 2008-2012](#)* provides a framework upon which to build the kinds of educational programs and services that meet the needs of an increasingly diverse population and those of a dynamic and rapidly changing economy. The plan focuses on the needs and priorities of its citizens in addition to meeting the compliance criteria outlined in the regulations.

CalWORKS The [CalWORKs](#) program provides temporary financial assistance and employment focused services to families with minor children who have income and property below State maximum limits for their family size. Most able-bodied aided parents are also required to participate in the CalWORKs GAIN employment services program.

CAP Curriculum Alignment Project [CAP](#) is a recommended consistent core of lower division coursework (24 units- 8 classes) in ECE/CD to provide an entry level foundation for quality early care and education professionals for the state. These courses are proposed to be aligned throughout the community colleges and articulated with CSU as program of transfer.

career brief A one page flier which identifies a career/job title and includes job description, salary and future need.

career path A number of jobs, positions and occupations through which individuals progress professionally; a visual means of identifying vertical and horizontal career opportunities.

career technical education Organized educational programs offering a sequence of courses which are directly related to the preparation of individuals for paid or unpaid employment in current or emerging occupations requiring other than a baccalaureate or advanced degree. Such programs shall include competency based applied learning which contributes to an individual's academic knowledge, higher-order reasoning and problem-solving skills, work attitudes, general employability skills and the career-specific skills necessary for economic independence as a productive and contributing member of society. Such terms also include applied technology education.

Career technical student organizations Organizations for individuals enrolled in CTE programs in educational institutions (middle school through higher education) which engage in hands on learning activities as an integral part of the instructional program. Such organizations may have state and national units that aggregate the work and purposes of instruction in CTE at the local level.

CBO Community based organization.

CCCCO [California Community College Chancellor's Office](#)

CCCCSO California Community Colleges Systems Office; term replacing **CCCCO**.

CDE [California Department of Education](#)

CDE-CDD [California Department of Education Child Development Division](#)

CEMP [California Early Childhood Mentor Program](#)

certificate program A specific program with varying unit value identified for the special purpose of employment or early completion of academic work; sometimes the core of an AA/AS Degree.

CFCS Certified Family & Consumer Sciences Professional. A process of remaining current in the professional field through continuing education or professional development units. Validated by AAFCS (American Association of Family and Consumer Sciences).

charcuterie the art of comminuting meats such as sausages, pates, cured and smoked meats and food preservation.

chaud froid Cold sauce with the addition of gelatin used to coat foods and platters.

CDTC [Child Development Training Consortium](#)

CIP [Classification of Instructional Programs](#) CIP is the second revision of the United States Department of Education's standard educational program classification system. This version supersedes all previous editions of the CIP, and will be used by the USDOE as its taxonomics standard for federal surveys and state reporting of institutional data, including program offerings, program financial data, staffing data, enrollments and completions. The 1990 CIP is also the accepted guide for data reported to the federal government by individual institutions and other educational providers. Implementation began with the 1991-92 academic year. One part of a course of instruction.

community services Activities and programs conducted for individuals, institutions and the community as a whole for the maintenance and improvement of learning social experiences.

comprehensive core A group of courses which constitute the main subject matter curriculum for the program, complemented by additional courses for the local college and the community.

consumer User of resources of the community; buyer of goods and services.

Consumer Studies Discipline in Family and Consumer Sciences and reflected throughout this *Program Plan*. In previous versions, referred to as Life Management.

Contextual Learning: Concept that learning occurs in close relationship with actual experience, allowing students to test academic theories through real world applications; requiring coordination between academic and technical skill standards.

continuing education The term applied to a form of approved (or required) education, usually part-time, taken by individuals who wish, or are required, to have additional formal study in the field in which they are employed.

contract education A mechanism for bringing the expertise of community colleges to businesses, agencies and other organizations. Drawing on diverse career technical and academic divisions, customized education and training is developed. Courses, seminars or workshops are offered economically to employees or members at a time and location convenient to them. The results is improved knowledge, performance and morale.

cooperative work experience education The combination of college study with on-the-job experience organized and coordinated by a community college to provide learning opportunities for students in business, industry and government. It is designed to develop skills and knowledge and to improve self-understanding by integrating classroom study with planned, supervised work experience.

core classes The required courses of a specific program.

core components Integral parts of courses to delineate the scope and sequence of instruction.

Core Indicators Accountability requirements that measure performance of vocational and technical programs. The performance levels for California are negotiated with the U. S. Department of Education and include student achievement, completion, placement, retention and completion.

credential A degree or certificate, including minors and concentrations, awarded to a person by an institution of higher learning in recognition of the fact that the person has successfully completed a specified program of instruction.

credits May be semester or quarter, based on the individual college schedules and a standard which defines number of hours a course contains.

curriculum A defined course of instruction offered in an area of specialization.

customization personalized products

disadvantaged Individuals (other than individuals with disabilities) who have economic or academic disadvantages and who require special services and assistance in order to enable such individuals to succeed in career technical education programs. Such term includes individuals who are members of economically disadvantaged families, migrants, individuals of limited English proficiency and individuals who are dropouts from, or who are identified as potential dropouts from secondary school.

displaced homemaker An individual who 1) is an adult; and 2) (i) has worked as an adult primarily without remuneration to care for the home and family, and for that reason has diminished marketable skills; (ii) has been dependent on public assistance or on the income of a relative but is no longer supported by such income; (iii) is a parent whose youngest dependent child will become ineligible to receive assistance under the program for Aid to Families with Dependent Children under part A of Title IV of the Social Security Act within 2 years of the parent's application for assistance under this Act; or (iv) is unemployed or underemployed and is experiencing difficulty in obtaining any employment or suitable employment, as appropriate, or 3) is a criminal offender.

diverse populations References the educational challenges and opportunities presented by a dramatically changing population in California which reflects enormous diversity. Such diversity may include culture, ethnicity, religious practices, physically and mentally disabled, economic and educationally disadvantaged, individuals whose primary language is not English, gender and gender preferences.

DOT [Dictionary of Occupational Titles](#) – The DOT was created by the Employment and Training Administration, and was last updated in 1991. However, The DOT has been replaced by [O*NET](#).

ECE/CD Early Childhood Education/Child Development A discipline that prepares students to provide education and related services for children from 0-14 years.

economically disadvantaged family or individual Such family or individual determined to be low income according to the latest available data from the Department of Commerce.

electives Recommended courses from which students might select to complement their study for a degree or certificate or to develop job specific skills.

emerging careers Occupations and employment opportunities which forecasting, long range planning and analysis of employment projections identify as those having future employment potential.

Energy Star A [government program](#) created in 1992 by the U.S. Environmental Protection Agency in an attempt to reduce energy consumption and greenhouse gas emissions. Originally, a voluntary labeling program to promote energy efficient consumer products, it has grown in to one of the largest efforts worldwide.

enteral Method of providing food to a patient through a tube placed in the nose.

entry-level jobs Employment at the primary level, where workers are under direct supervision while gaining experience in a job or trade.

EOP&S Extended Opportunity Program and Services.

ERIC [Educational Resources Information Center](#). An online digital library of education research and information. ERIC is sponsored by the [Institute of Education Sciences](#) (IES) of the [U.S. Department of Education](#).

ESL English as a Second Language.

EWD Economic and Workforce Development A comprehensive series of projects and programs to create jobs, develop pathways in key industry sectors and identify emerging technologies. Operated through the California Community Colleges, it serves as a source of funding to develop curriculum and train students in these emerging fields.

family Any relatively stable group of people who are related to one another through blood, marriage, or adoption or who simply live together, and who provide one another with economic and emotional support.

Family and Consumer Sciences At the community colleges, the Family and Consumer Sciences programs are designed to meet the needs of those who desire to work in a wide variety of human service areas. These programs focus on the relations between the physical, social, emotional and intellectual development of individuals in a variety of settings. Programs in this area include: Child Development, Consumer Studies, Family Studies, Fashion, Gerontology; Hospitality; Interior Design; and Nutrition, Food Science and Culinary Arts.

family and consumer sciences A discipline that draws from the biological, physical and social sciences, and the humanities; content needed to help people solve problems related to food, clothing, shelter and relationships and that deals with the development of understanding, skills and attitudes essential to the improvement of individuals, families and community groups; enables families to function in their own strength.

FII Fund for Instructional Improvement (AB-1173) A direct grant and revolving loan program that was passed in 1977. It's the oldest source of funding for faculty and staff development focusing on instruction in the California Community Colleges

First 5 Originating in 1998 with the passage of Proposition 10, [First 5 California](#) is and Early Childhood Education Program dedicated to improving the lives of young children and their families through a comprehensive system of education, health services, childcare and other programs.

forcemeats Ground seasoned meat placed in a casing, terrine mold or other receptacle and cooked

"free sample" presentations Speaking to classes or groups on a topic that is taught in a class.
May be used as a recruitment tool.

FTE Full-time equivalent.

full-time student (FTS) Generally accepted to be a student enrolled in 12 units or more per semester or 15 units or more per quarter.

functional age As opposed to chronological age, refers to the ability to perform physical and mental activities of daily living.

GAIN ([Greater Avenues for Independence](#)) A state program associated with CaLWORKS providing education, job training and support services to participants.

garde manger Development of skills production a variety of cold food products including decorative pieces.

gelee Thin savory gelatin.

general education A specific core of courses which covers those phases of learning which are the common experience of men and women; education gained through dealing with the personal and social problems with which all individuals are confronted.

geriatrics A branch of medical science devoted to the preventive, remedial, and research aspects of diseases of the elderly.

gerontology The scientific study of all aspects of human aging and the application of scientifically derived knowledge and techniques to the solution of problems associated with human aging.

Goals 2000 Educate America Act National education reform legislation signed into law in 1994. The act defines eight national education goals that each state must work to achieve.

HACCP [Hazard Analysis Critical Control Point](#). A method for assuring quality in the manufacture of food products.

holistic A view that development is the integration of separate human/family dimensions coupled with the understanding that the whole is greater than the sum of the parts.

Home Economics Careers and Technology Name selected by the California Department of Education for Family and Consumer Sciences programs at the secondary level that reflect the CDC's focus and directions for secondary programs.

IADL (instrumental activities of daily living) Any daily activity or task performed in the course of normal, everyday, independent living. Includes: using the telephone, housekeeping, buying groceries, cooking, money management.

ICC ([Intersegmental Coordinating Committee](#)), Serves to facilitate the transfer of students among the segments of secondary and post secondary education in California and to resolve issues related to articulation.

IMPAC ([Intersegmental Major Preparation Articulated Curriculum](#)) A project that represents the faculty of the University of California, California State University, and California Community colleges, through their respective Academic Senates. Its goal is to improve student transfer between and among the various learning institutions.

individual with disabilities An individual with any disability as defined in Section 3(2) of the Americans with Disabilities Act (ADA) of 1990.

inservice Teacher education workshops, generally done within the institution; can be directed toward a specific group, a specific skill or discipline.

integrated academics Perkins IV guidelines clearly identify the need for an education and curriculum which integrates academic and career technical learning. Integrated academics, sometimes labeled applied academics, is an educational system that combines the best in vocational and academic learning, i.e. teaching academic foundation courses in a work-based learning setting.

interdisciplinary Involves two or more academic, scientific or artistic disciplines.

interior designer One who is qualified by education and experience to identify, research and creatively solve problems related to the function and quality of an environment.

interior merchandising Includes sales and resource knowledge of furnishings, finishes and equipment used in the interior design profession.

JTPA Job Training Partnership Act 1993, previous legislation to establish programs to prepare youth and unskilled adults for entry into the labor force and to afford training to economically disadvantaged individuals and others facing serious barriers to employment and in need of training to obtain productive employment. Many of its initiatives are now authorized by the more recent **Workforce Investment Act 1998**.

kinship care Nontraditional family structure in which children are raised by grandparents or other relatives.

LEED [Leadership in Environmental Energy and Design](#) An ecology-oriented building certification program run by U.S. Green Building Council (USGBC) that concentrates on improving performance across five key areas of environmental and human health: energy efficiency, indoor environmental quality, materials selection, sustainable site development and water savings.

LEP Limited English Proficiency

Levels Used in this Program Plan to designate progression of learning /preparation and employment from entry level to technical/ certificate /AA /AS degree to BA/BS degree.

license An official document which is issued by a regulatory agency certifying that the applicant has completed certain specified requirements.

life coach Assists clients with personal development , such as setting and achieving specific goals.

lifelong learning The acquisition and expansion of new skills and concepts, in view of development, which may be considered as a continual and orderly sequence of conditions that creates actions, new motives for actions, and eventual patterns of behavior.

LMI/SFS [Labor Market Information/ Student Follow-up System](#) A community college project designed to: 1) assess and establish a comprehensive, consistent, common and continuing source of LMI; 2) collect and display LMI data based on a match of occupations or jobs to the instructional programs of the community colleges and 3) develop and implement a student and employer follow-up system which collects classroom student and employer information.

Lower Division 8 The 24 units included in CAP Career Alignment Project (ECE/CD).

MA/MS Degree Master in Arts Degree, Master in Science Degree.

multicultural A combination of several cultures.

multicultural competence A workers ability to navigate cultures different from his/her own and to deliver professional services in a way that is consistent with cultural sensibilities of the community in which the services are offered.

multilingual Containing, expressed in, or able to use several languages.

NCIDQ – [National Council for Interior Design Qualification](#) The National Council for Interior Design Qualification serves to identify to the public those interior designers who have met the minimum standards for professional practice by passing the NCIDQ Examination.

nontraditional student Population of students who generally are older than the typical undergraduate college student(18-25 yrs), had interrupted their studies earlier in life, or attends colleges or programs that provide unconventional scheduling.

NRCCTE [National Research Center for Career and Technical Education](#) now housed at University of Louisville.

O*NET- A full-access, [online](#) version of the occupational network database, developed under the sponsorship of the U.S. Department of Labor, replacing the DOT.

paraprofessional interior design technician One who is qualified by education or experience to assist an interior designer in illustration, installation, specification, estimating or merchandising; competency may include aspects of drafting, delineation of material or

component selection, specification work, office administration or management; the academic training of the paraprofessional interior design technician is typically a two-year program.

part-time student A student enrolled for one to 11 units per semester or one to 14 units per quarter.

pathogens disease causing micro-organism.

Perkins IV [Carl D. Perkins Career and Technical Education Improvement Act of 2006](#)

The Perkins Act centers on the improvement of secondary and postsecondary courses and programs that are intended to build the knowledge, skills, attitudes, and experiences needed to enter and succeed in higher education and work. The Act moves the CTE system in some new directions. Key priorities include the following:

- Developing and implementing challenging academic and technical standards and assisting students in meeting such standards
- Integrating academic and career technical instruction, and linking secondary and postsecondary education
- Promoting leadership, initial preparation, and professional development of CTE teachers, faculty, administrators, and counselors
- Supporting partnerships among secondary schools, postsecondary institutions, local workforce investment boards, business and industry, and intermediaries
- Providing individuals with lifelong learning opportunities to help ensure US competitiveness

Permit Certificate administered by the California Commission Teacher Credentialing indicating levels of roles and responsibilities aligned with education and experience.

PDU Professional Development Units earned for certification through the American Association of Family and Consumer Sciences (formerly AHEA).

pluralistic society Social pluralism emphasizes the multiplicity and variety of groups constituting society; coexistence of subgroups having different culture patterns within one social-economic-political group; emphasizes the value of a culture which is the product of the varied immigrant groups and peoples of that society.

podcast A multimedia broadcast hosted on the Internet. It can be audio or video based and is delivered in a portable format playable on a computers or mobile devices such an ipod or cell phone.

political group Emphasizes the value of a culture which is the product of the varied immigrant groups and peoples of that society.

postsecondary education Formal college instruction offered at the undergraduate and graduate levels.

Professional Growth Hours Hours or units earned to maintain or upgrade Commission Teacher Credentialing permits.

program A sequence of courses leading to a defined objective such as a degree, certificate, diploma, license or transfer to another institution of higher education.

provider number A number allocated by a professional organization for continuing education programs.

public policy Use of knowledge in the rational development of public activity or decision.

quality indicator Standard, criteria or guideline to indicate quality in programs, courses and class activities.

R & R, [Resource & Referral](#) A CDE funded referral service for parents to child care services; administer other services and workshops for child care providers.

unit value Credits assigned to a specific course over either a quarter or semester of instruction.

RD Registered Dietitian.

recommended course options Classes which may be used in addition to required core to complete units within a discipline for a degree or certificate.

regionalization A process for strengthening an educational program through forming a consortium of colleges which enter into an agreement to plan, articulate and deliver instruction via capitalizing on individual college strengths, instructional qualifications, facilities and equipment. Regionalization may afford increased flexibility and opportunity for students to achieve their educational goals.

RFA Request for Application.

RFP Request for Proposal.

ROC Regional Occupational Center.

ROP Regional Occupational Program.

SAM [Student Accountability Model](#), a California community college system for coding career technical courses as a basis for reporting CTE enrollments.

sandwich generation Middle-aged generation caught between competing demands of aging parents and their own children.

SCANS [Secretary's Commission on Achieving Necessary Skills](#), a study commissioned by the U.S. Department of Labor (DOL) to identify essential competencies and foundations of knowledge for successful employment.

School to Career Term used by California for School-To-Work.

School-To-Work Opportunities Act 1994 (STWOA) The purpose is to assist students in preparing for future jobs by giving them timely and accurate career information along with the opportunity to obtain high levels of academic and technical skills. Seeks to develop a system that enables students to move sequentially through various education programs to reach their career goal.

sex and gender equity The equal treatment of men and women; freedom from discrimination, bias or stereotyping based on gender; efforts made to overcome sex bias, sex discrimination and sex role stereotyping for men and women and to help individuals succeed in careers nontraditional for their gender.

single parent An individual who 1) is unmarried or legally separated from a spouse; and 2) (i) has a minor child or children for which the parent has either custody or joint custody; or (ii) is pregnant.

skill set The skills needed to accomplish a specified task or perform a given function.

soft skills Interpersonal skills such as the ability to communicate well with other people and to work in a team,, ability with language, personal habits, friendliness, and optimism that mark each of us in varying degrees. Soft skills complement hard skills (part of a person's IQ), which are the technical requirements of a job.

SLL Second Language Learning.

SLO Student Learning Outcomes Written statements that represent faculty and departmental learning goals for students. They can be written for individual courses or for programs and/or majors. SLOs focus on what students learn, most often addressing two questions: What do you want students to know by the time they finish a course or the major? What do you want students to be able to do with what they know by the time they finish a course or the major?

special populations Individuals with disabilities, economically disadvantaged individuals (including foster children), single parents including single pregnant women, individuals preparing for nontraditional training and employment, displaced homemakers, individuals with barriers to educational achievement including those with limited English proficiency.

standards An established measure, criteria, guideline or quality indicator.

T.Q.M. Total Quality Management.

Taxonomy of Programs (TOP) A [classification of disciplines, subdisciplines and programs](#) established by CCC Chancellor's Office by which districts and colleges identify programs; used for all reports required by the CCCCO; a common identification and definition for instructional programs in California.

Tech Prep Programs Tech Prep education as defined by the California State Plan is a combined secondary and postsecondary program which a) leads to an associate degree or two-year certificate; b) provides technical preparation in at least one field of engineering technology, applied science, mechanical, industrial or practical art or trade, agriculture, health or business; c) builds student competence in mathematics, science and communications (including through applied academics); and d) leads to placement in employment.

technology The science or study of the practical or industrial arts, applied sciences, etc.; the system by which a society provides its members with those things needed or desired.

Title 5 These regulations define the program operations requirements for a recipient of child care services funds made available by the California Department of Education.

Title 22 Section of the California Code of Regulations (CCR) that applies to all community care facilities, Child Care, Residential and Family Child Care, regulated by the Community Care Licensing Division ([CCLD](#)) of California's Department of Social Services, except those specifically exempted.

TOP Code See Taxonomy of Programs

track A direction within a program which leads to a certificate, degree, or job placement.

transfer courses Courses offered at a community college which have been identified with the UC and CSU systems and have been articulated as an equivalent course.

unit value Credits assigned to a specific course over either a quarter or semester of instruction.

work-based learning As defined in the School to Work Opportunities Act, 1994 (California School to Career) promotes educational systems which prepare students with skills and knowledge that allow them to enter and advance within a career and make the transition from school to work.

work experience Integrates work experience, internships, clinical experience, job shadowing, etc., with classroom instruction to provide practical application of subject matter theory and concepts to better prepare students for employment.

Workforce Investment Act of 1998 Provides workforce investment activities that increase the employment, occupational attainment, and retention and earnings of participants, to improve the quality of the workforce, reduce welfare dependency, and enhance the productivity and competitiveness of the nation's economy. Supports the connection between WIA and Career Technical Education to ensure that youth, particularly "at risk" youth, succeed in their academic and career goals and are prepared for the workplace.

