

Section VI

# COURSE DESCRIPTIONS

COURSE DESCRIPTIONS

## COURSE DESCRIPTIONS

Moreno Valley College offers a comprehensive program of instruction for students who wish to transfer to four-year institutions, complete an associate degree, train for specific occupations, or develop skills and knowledge. The information listed on courses and transferability is accurate as of the catalog publication date, but from time-to-time this varies based on changes that occur at four-year institutions. It is always advisable to check with a counselor and the four-year transfer institution for current updates. The following section includes a description of courses which the Board of Trustees has authorized the District to offer.

## UC/CSU

Designated courses are transferable to the campuses of the University of California and the California State University system. Courses that are not marked UC are not transferable to a University of California college. Courses marked with an \* (UC\*) indicate courses that have transfer credit limitations. Copies of the UC transfer course list indicating credit unit limitations are available in the Transfer/Career Center on the three colleges. When in doubt, students are advised to confer with a counselor.

## COURSE IDENTIFICATION NUMBERING SYSTEM (C-ID)

The Course Identification Numbering System (C-ID) is a statewide numbering system independent from the course numbers assigned by local California community colleges. A C-ID number next to a course signals that participating California colleges and universities have determined that courses offered by other California community colleges are comparable in content and scope to courses offered on their own campuses, regardless of their unique titles or local course number. Thus, if a schedule of classes or catalog lists a course bearing a C-ID number, for example COMM 110, students at that college can be assured that it will be accepted in lieu of a course bearing the C-ID COMM 110 designation at another community college. In other words, the C-ID designation can be used to identify comparable courses at different community colleges. However, students should always go to [www.assist.org](http://www.assist.org) to confirm how each college's course will be accepted at a particular four-year college or university for transfer credit.

The C-ID numbering system is useful for students attending more than one community college and is applied to many of the transferable courses students need as preparation for transfer. Because these course requirements may change and because courses may be modified and qualified for or deleted from the C-ID database, students should always check with a counselor to determine how C-ID designated courses fit into their educational plans for transfer.

## COURSE DELIVERY METHODS

A variety of delivery methods are used to offer classes a Riverside Community College District, including face-to-face classroom instruction and distance delivery methods such as hybrid classes and online classes (taught entirely online utilizing computer and Internet technology). Online courses are recommended for students with prior learning experience in this format. For new students to online learning, better chances of success can be expected through online student preparation. Please see the Students Page link on the Distance Education webpage at: [www.opencampus.com](http://www.opencampus.com)

## NON-DEGREE CREDIT

Courses indicated as non-degree credit earn credit, but the credit is not counted toward the associate degree. These courses (Communication Studies 51, 85A, 85B, English 60AB, 80, 85, 90B; English as a Second Language 51, 52, 53, 65, 71, 72, 90A, 90D, 90L, 90M, 90P, 91, 92, 95; Interdisciplinary Studies 3; Mathematics 37, 52, 63, 64, 65, 81, 82, 90 A-F, 98; Nursing Continuing Education: 81; Nursing-Registered: 11B, 11C, 12B, 12C, 18, 21B, 21C, 22B, 22C; Nursing-Vocational: 52A, 52B, 52C, 62A, 62B, 62C; Reading 81, 82, 83, 86 and 90) are intended to help students develop skills necessary to succeed in college level degree-applicable courses. Non-degree credit courses can be used toward the following: athletic eligibility, work study, financial aid, social security benefits, veteran's benefits, associated student body office, and full-time status.

## NONCREDIT

Courses are numbered in the 800's, and no unit credit is earned in these courses.

## REPEATING A COURSE

Students may repeat courses in which a "C" or better grade was earned only for the following types of courses: courses for which repetition is necessary to meet the major requirements of CSU or UC for completion of a bachelor's degree, intercollegiate athletics, and intercollegiate academic or vocational competition courses that are related in content. The designation of whether a course is repeatable is indicated in the course description.

## LIMITATIONS ON ENROLLMENT

Please check course description carefully to see if there are any prerequisites, corequisites, advisory or other limitations on enrollment.

## PREREQUISITE

When a course has a prerequisite, it means that the corresponding discipline has determined that the student must have certain knowledge to be successful in the course. The prior knowledge may be a skill (type 40 WPM), and ability (speak and write French fluently), a preparation score (placement test and prior academic background), or successful completion of a course (grade of C or better, P or CR). Completion of the prerequisite is required prior to enrolling in the class. Successful completion of a prerequisite requires a grade of "C" or better, "P" (Pass). "C-," "D," "F," "FW," "NP" (No Pass), or "I" are not acceptable. Students currently enrolled in a prerequisite course at Riverside Community College District (i.e. Math 52) will be allowed to register for the succeeding class (i.e. Math 35). However, if the prerequisite course is not passed with at least a "C" grade, the student will be dropped from the succeeding class.

## COREQUISITE

When a course has a corequisite, it means that a student is required to take another course concurrent with or prior to enrollment in the course. Knowing the information presented in the corequisite course is considered necessary for a student to be successful in the course. (Completion of, or concurrent enrollment in, Math 1A is required for Physics 4A.) It is the student's responsibility to know and meet the course prerequisites and corequisites. These are stated in the course descriptions of the schedule of classes and the current college catalog. A student may be required to file proof of prerequisite and corequisite requirements.

## ADVISORY

When a course has an advisory, it means that there is a recommendation to have a certain preparation before entering the course. The preparation is considered advantageous to a student's success in the course. Since the preparation is advised, but not required, the student will not be blocked from enrolling in the class.

## VERIFYING PREREQUISITES/COREQUISITES

It is the student's responsibility to know and meet the course prerequisites and corequisites. These are stated in the course descriptions within the Schedule of Classes and the college catalogs. If you have met the prerequisites at another accredited college or university, you must provide verification through one of the following:

- Submit official transcript(s) and complete a Prerequisite Validation form.
- Submit unofficial transcript(s) or grade reports and complete a Matriculation Appeals petition. Petitions approved on an unofficial transcript will be approved for one semester only. This will provide time for the student to request official transcripts.
- Coursework must be listed on the original transcript. Coursework listed on a secondary transcript is not acceptable documentation.
- If you wish to challenge a prerequisite for courses other than English, ESL, math or reading on the basis of knowledge or ability or because of the unavailability of the prerequisite, submit a Matriculation Appeals petition at any of our campus's counseling offices.
- Completion of some high school course are accepted by the discipline as an appeal to existing prerequisites and/or corequisites.

Petitions to challenge a prerequisite are available in the Counseling offices on all three colleges.

## CREDIT COURSES

Credit courses can be degree or non-degree applicable. Unlike noncredit courses, they do carry units based on the number of hours of lecture, lab, or both that are required in the official course outline for the course. These courses are in a wide variety of areas; each requires critical thinking, reading and writing, and assignments that are completed outside of class that require the student to study and work independently. Credit courses are approved by the District and College Curriculum Committees and the Board of Trustees.

## CREDIT COURSES

## ACCOUNTING

**ACC-1A****Principles of Accounting I****3 Units**

(C-ID: ACCT 110)

UC, CSU

*Prerequisite: None**Advisory: BUS-20*

Description: An introduction to accounting principles and practice, as a manual and/or computerized information system that provides and interprets economic data for economic units within a global society. Includes recording, analyzing, and summarizing procedures used in preparing financial statements. 54 hours lecture.

**ACC-1B****Principles of Accounting II****3 Units**

(C-ID: ACCT 120)

UC, CSU

*Prerequisite: ACC-1A*

Description: A study of managerial accounting principles and information systems including basic concepts, limitations, tools and methods to support the internal decision-making functions of an organization. 54 hours lecture.

**ACC-55****Applied Accounting/Bookkeeping****3 Units****(Same as CAT-55)***Prerequisite: None*

Description: This is an introductory course for students who are non-accounting majors. The focus is basic bookkeeping and accounting principles for both merchandising and service oriented small business enterprises. Emphasis is on the development of skills to record business transactions for cash and accrual methods, as well as the procedures to prepare financial statements and complete an accounting cycle. Attention is given to special journals, subsidiary ledgers, and payroll and banking procedures. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**ACC-62****Payroll Accounting****3 Units**

CSU

*Prerequisite: ACC-1A or ACC/CAT-55*

Description: Studies accounting for payroll and examines aspects of the Social Security Act, California Unemployment Insurance Act and the California Workers Compensation Insurance Act. Payroll principles applied through the use of microcomputers. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**ACC-63****Income Tax Accounting****3 Units**

CSU

*Prerequisite: None*

Description: Theory and method of preparation of federal income tax returns for individuals. Actual forms are studied and returns are prepared. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**ACC-65****Computerized Accounting****3 Units**

CSU

*Prerequisite: ACC-1A or ACC/CAT-55**Advisory: CIS-1A or BUS/CAT/CIS-3*

Description: An introduction to computerized accounting, integrating the principles of accounting to an automated system in use by many accounting professionals. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**ACC-200****Accounting Work Experience****1-4 Units**

CSU\*

*Prerequisite: None**Advisory: Students should have paid or voluntary employment*

Description: This course is designed to coordinate the student's occupational on-the-job training with related instruction in work-related skills. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. Students enrolling in WKX-200 are administratively moved to the appropriate general or occupational work experience course after the first class meeting based upon several factors, including the number of hours worked during the semester, occupational program requirements, and type of work in which the student is engaged. 18 hours orientation and 60 hours of volunteer work experience (maximum of 240 hours) or 75 hours of paid work experience (maximum of 300 hours) are required for each enrolled unit. (Letter grade or Pass/No Pass)

## ADMINISTRATION OF JUSTICE

**ADJ-1****Introduction to the Administration of Justice****3 Units**

(C-ID: AJ 110)

UC, CSU

*Prerequisite: None*

Description: The history and philosophy of administration of justice in America; recapitulation of the system; identifying the various subsystems, role expectations, and their interrelationships; theories of crime, punishment, and rehabilitation; ethics, education, and training for professionalism in the system. 54 hours lecture.

**ADJ-2****Principles and Procedures of the Justice System****3 Units**

(C-ID: AJ 122)

CSU

*Prerequisite: None*

Description: This course provides an examination and analysis of due process in criminal proceedings from pre-arrest through trial and appeal utilizing statutory law and state and constitutional precedents. 54 hours lecture.

**ADJ-3****Concepts of Criminal Law****3 Units**

(C-ID: AJ 120)

UC, CSU

*Prerequisite: None*

Description: Historical development, philosophy of law and constitutional provisions; definitions, classification of crimes, and their application to the system of administration of justice; legal research, study of case law, methodology, and concepts of law as a social force. 54 hours lecture.

**ADJ-4****Legal Aspects of Evidence****3 Units**

(C-ID: AJ 124)

CSU

*Prerequisite: None*

Description: Origin, development, philosophy and constitutional basis of evidence; constitutional and procedural considerations affecting arrest, search and seizure; kinds and degrees of evidence and rules governing admissibility; judicial decisions interpreting individual rights and case studies. 54 hours lecture.

<p><b>ADJ-5</b>  <b>Community Relations</b> <span style="float: right;"><b>3 Units</b></span>            (C-ID: AJ 160)            UC, CSU  <i>Prerequisite: None</i>            Description: This course examines the complex, dynamic relationship between communities and the justice system in addressing crime and conflict with an emphasis on the challenges and prospects of administering justice within a diverse multicultural population. 54 hours lecture.</p>	<p><b>ADJ-20</b>  <b>Introduction to Corrections</b> <span style="float: right;"><b>3 Units</b></span>            CSU  <i>Prerequisite: None</i>            Description: This course is designed to provide the student with an overview of the history and trends of adult and juvenile corrections, including probation and parole. The course will focus on the legal issues, specific laws, and general operations of correctional institutions. The relationship between corrections and other components of the judicial system will also be examined. This course has been identified by the Correctional Peace Officers Standards and Training Board of the Department of Corrections, California Youth Authority, and the California Peace Officers Association to fulfill the educational requirements of the CPOST Certificate for apprentices hired after July 1, 1995 by CDC and CYA. 54 hours lecture.</p>
<p><b>ADJ-6</b>  <b>Patrol Procedures</b> <span style="float: right;"><b>3 Units</b></span>            CSU  <i>Prerequisite: None</i>            Description: Responsibilities, techniques and methods of police patrol. 54 hours lecture.</p>	<p><b>ADJ-21</b>  <b>Control and Supervision in Corrections</b> <span style="float: right;"><b>3 Units</b></span>            CSU  <i>Prerequisite: None</i>            Description: This course provides an overview of the supervision process of inmates in the local, state and federal correctional institutions. The issues of the control continuum from daily institutional living through crisis situations will be introduced and discussed. The course will emphasize the role played by the offender and the correctional worker. Topics will include inmate subculture, violence and effects of crowding on inmates and staff, and coping techniques for correctional officers in a hostile prison environment. 54 hours lecture. (Letter Grade, or Pass/No Pass option).</p>
<p><b>ADJ-8</b>  <b>Juvenile Law and Procedures</b> <span style="float: right;"><b>3 Units</b></span>            (C-ID: AJ 220)            CSU  <i>Prerequisite: None</i>            Description: The organization, functions and jurisdiction of juvenile agencies; the processing and detention of juveniles; juvenile case disposition; juvenile statutes and court procedures. 54 hours lecture.</p>	<p><b>ADJ-22</b>  <b>Legal Aspects of Corrections</b> <span style="float: right;"><b>3 Units</b></span>            CSU  <i>Prerequisite: None</i>            Description: This course provides students with an awareness of the historical framework, concepts, and precedents that guide correctional practice. Course materials will broaden the individual's perspective of the corrections environment, the civil rights of prisoners, and the responsibilities and liabilities of corrections officials. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)</p>
<p><b>ADJ-12</b>  <b>Introduction to Criminalistics</b> <span style="float: right;"><b>3 Units</b></span>            (C-ID: AJ 150)            CSU  <i>Prerequisite: None</i>            Description: This course provides an introduction to the role of criminalistics in criminal investigations. It examines the methods utilized in the forensic analysis of crime scenes, pattern evidence, instruments, firearms, questioned documents and controlled substances. The categories of inceptive evidence, identification evidence, associative evidence, and corroborative evidence will be explored, and the pattern, chemical, and biological types of evidence will be examined. 54 hours lecture and 18 hours laboratory.</p>	<p><b>ADJ-200</b>  <b>Administration of Justice Work Experience</b> <span style="float: right;"><b>1-4 Units</b></span>            CSU*  <i>Prerequisite: None</i>  <i>Advisory: Students should have paid or voluntary employment</i>            Description: This course is designed to coordinate the student's occupational on-the-job training with related instruction in work-related skills. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. Students enrolling in WKX-200 are administratively moved to the appropriate general or occupational work experience course after the first class meeting based upon several factors, including the number of hours worked during the semester, occupational program requirements, and type of work in which the student is engaged. 18 hours orientation and 60 hours of volunteer work experience (maximum of 240 hours) or 75 hours of paid work experience (maximum of 300 hours) are required for each enrolled unit. (Letter grade or Pass/No Pass)</p>
<p><b>ADJ-13</b>  <b>Criminal Investigation</b> <span style="float: right;"><b>3 Units</b></span>            (C-ID: AJ 140)            CSU  <i>Prerequisite: None</i>            Description: Fundamentals of investigation; crime scene search and recording; collection and preservation of physical evidence; scientific aids; modus operandi; sources of information; interviews and interrogation; follow-up and case preparation. 54 hours lecture.</p>	
<p><b>ADJ-15</b>  <b>Narcotics</b> <span style="float: right;"><b>3 Units</b></span>            CSU  <i>Prerequisite: None</i>            Description: A basic understanding of narcotics and dangerous drugs and the causes of addiction or habituation. Identification of narcotics and hallucinogenics, as well as enforcement procedures and legal aspects. 54 hours lecture.</p>	

**THE BASIC PEACE OFFICER TRAINING ACADEMY**

Academy was established in Riverside under the administration of Riverside City College in the spring of 1953. This program provides practical and technical instruction to meet the requirements of various law enforcement agencies at the local, state, and federal level. The Basic Academy serves 11 counties in Southern California. The Basic Academy is offered three times per year, forty hours perweek, for 22 to 23-week periods. Upon successful completion of the course the College awards 39 units of college credit and the California Commission on Peace Officer Standards and Training issues the Basic Peace Officer's Certificate. For Basic Academy applications and further information regarding this program, contact Department of Public Safety Education and Training at (951) 571-6192.

**ADJ-A3A****Child Abuse Investigations****2 Units***Prerequisite: ADJ-B1B*

Description: An overview of the child abuse investigative process. Focus on child abuse law, psychological factors of the offender, interviewing techniques, and responsibilities of the child abuse investigator. 40 hours lecture. (Pass/No Pass only)

**ADJ-A5A****Bicycle Patrol****.50 Units***Prerequisite: ADJ-B1B*

Description: An overview of the tactical handling of a mountain bicycle for use during law enforcement operations with a focus on public relations, nutrition, bicycle maintenance, and riding techniques. 4 hours lecture and 28 hours laboratory. (Pass/No Pass only)

**ADJ-A8A****Field Training Officer****1.50 Units***Prerequisite: None*

Description: This course is designed to provide the student with an understanding of the purpose of the field training program. This course will focus on the fundamentals of basic training in patrol concepts and procedures. 32 hours lecture and 8 hours laboratory. (Pass/No Pass only)

**ADJ-A9A****Field Training Officer Update****1 Unit***Prerequisite: None*

Description: This course is designed to provide the student with an overview of the current legal issues and responsibilities of the field training officer. The course will focus on vehicle pursuits, weapons update, building searches, prisoner restraints, and the use of force. 24 hours lecture. (Pass/No Pass only)

**ADJ-A10A****Vice Operations****.25 Units***Prerequisite: ADJ-B1B*

Description: Recognition of prostitution and effective enforcement against it. This class is most valuable for officers/deputies/investigators assigned to special enforcement teams and those recently assigned to vice enforcement details. Patrol officers/deputies will be able to receive VICE related laws that will assist them with their daily duties. 8 hours lecture. (Pass/No Pass only)

**ADJ-A11A****Effective Writing for Law Enforcement****.25 Units***Prerequisite: ADJ-B1B*

Description: An intensive one-day course in effective writing. Methods of effective business writing with an emphasis on law enforcement composition. 4 hours lecture and 4 hours laboratory. (Pass/No Pass only)

**ADJ-A13A****Drug Use Recognition****1 Unit***Prerequisite: ADJ-B1B*

Description: Designed to train students in nystigmus, standardized field sobriety test (SFT) and dark room examinations. Students will obtain a better understanding of drug physiology including CNS depressants, inhalants, PCP, cannabis, hallucinogens and narcotics. 20 hours lecture and 4 hours laboratory. (Pass/No Pass only)

**ADJ-A14A****Search Warrant Preparation Workshop****.25 Units***Prerequisite: ADJ-B1B*

Description: Proper techniques used in the preparation of search warrants. Includes construction of a hero section, and supporting documentation needed to receive judicial endorsement. Practical exercises in search warrant preparation are reviewed. 6 hours lecture and 2 hours laboratory. (Pass/No Pass only)

**ADJ-A14B****Search Warrant Execution****.25 Units***Prerequisite: ADJ-A14A*

Description: Presents the elements needed in both formulating a proper search warrant entry plan and specific tactics commonly employed by Target/Narcotic Teams for most law enforcement agencies. Students are taught entry techniques, marksmanship, close quarter battle tactics, and team work. Additionally, this course offers the students the ability to practice the concepts taught in this course during "Live Fire" scenarios, which are controlled by the staff who are firearms instructors. 2 hours lecture and 6 hours laboratory. (Pass/No Pass only)

**ADJ-A29A****Courtroom Testimony/Demeanor****.25 Units***Prerequisite: ADJ-B1B*

Description: An overview of the courtroom testimony process with a focus on courtroom dynamics, personal demeanor, and the verbal presentation of factual information. 8 hours lecture. (Pass/No Pass only)

**ADJ-A31A****Civil Procedures, Advanced (POST)****1 Unit***Prerequisite: ADJ-B1B*

Description: Provides an understanding of advanced civil processes. Focus on common writ process, code of civil procedures, levies on real property, methods of levy and bankruptcy . 24 hours lecture. (Pass/No Pass only)

**ADJ-A42A****Crime Scene Inv./video taping, Advanced****1 Unit***Prerequisite: ADJ-B1B*

Description: Designed to acquaint students with the principles of physical evidence, preliminary examination of a crime scene, recording the scene, trace evidence, collection and packaging of biological evidence. Mock crime scenes with hands on activities will be part of the class. 16 hours lecture and 8 hours laboratory. (Pass/No Pass only)



**ADJ-A44A****Laser Operator .25 Unit***Prerequisite: ADJ-B1B and ADJ-T1A and ADJ-T2A*

Description: A review of Doppler Radar and the historical development, concepts, characteristics, and properties of laser technology. Designed to teach the proper use of law enforcement laser in traffic enforcement as well as knowledge and skill for courtroom testimony related to laser use. 6 hours lecture and 2 hours laboratory. (Pass/No Pass only)

**ADJ-A46A****Background Investigation 2 Units***Prerequisite: ADJ-B1B*

Description: This course provides students with basic techniques and legal information necessary to conduct background investigations for law enforcement agencies. Topics covered will include Legal Aspects, Polygraph Examinations, Psychological Evaluation, Background Investigation Process, Role of the Background Investigator and Pre-Background Investigation Interview/Areas of Inquiry. 36 hours lecture. (Pass/No Pass only)

**ADJ-A48A****Basic Criminal Investigation 2 Units***Prerequisite: ADJ-B1B*

Description: Basic techniques and procedures necessary to perform follow-up criminal investigations, and to understand the available resources that assist the employee's transition to an investigative unit from assignments where the primary focus has been that of an "initial reporter." 40 hours lecture. (Pass/No Pass only)

**ADJ-B1B****Basic Peace Officer Training Academy 40 Units***Prerequisite: None*

*Limitation on Enrollment (e.g. Performance tryout or audition): Completion of the POST Reading and Writing Skills Examination or equivalent examination; completion of the POST Physical Fitness Assessment; completion of the P.O.S.T. personal history statement; possession of a valid California driver's license; successful completion of a medical examination and fingerprint clearance through the California State Department of Justice.*

Description: Intensive basic instruction designed to meet the minimum requirements of a peace officer as established by state law. 604 lecture hours and 359 hours laboratory.

**ADJ-B1A****Intro to Wellness and Physical Conditioning in Prep for Law Enforcement and Correctional Academies 1.50 Units***Prerequisite: None*

Description: This course plans an eight week physical training program targeting muscular strength development, cardiorespiratory endurance training, body composition assessment, physical agility, and muscular flexibility training. Additionally, this course is designed to prepare future basic academy students to meet peace officer basic training entrance requirements and to familiarize students with the career opportunities available in Law Enforcement. 24 hours lecture and 24 hours laboratory. (Pass/No Pass only)

**ADJ-B2A****Law Enforcement Pre-Academy 3 Units***Prerequisite: None*

Description: An introduction to law enforcement with an emphasis towards academic studies related to a basic law enforcement academy. Topics may include hiring processes, ethics and leadership, criminal law, search and seizure, report writing, cultural diversity and the criminal justice system. 54 hours lecture.

**ADJ-B3A****Basic Community Service Officer Academy 3.50 Units***Prerequisite: None*

Description: Provides an overview of the fundamentals and techniques necessary to perform the position of Community Service Officer. Emphasis on the practical applications of weapon cleaning and servicing, hand cuffing prisoners, transporting inmates, report writing, basic traffic collision report processing, radio communication techniques, evidence processing, courtroom testimony, and civil liability issues. 66 hours lecture, 14 hours lab. (Pass/No Pass only)

**ADJ-C1D****Basic Correctional Deputy Academy 14 Units***Prerequisite: None*

*Limitation on Enrollment (e.g. Performance tryout or audition): Completion of POST reading and writing examination. Completion of POST physical fitness assessment. Possession of a valid California driver's license. Successful completion of medical examination. Fingerprint clearance through the California Department of Justice.*

Description: The Basic Correctional Deputy Academy provides entry-level training for correctional officers. The course will introduce the student to adult corrections procedure, interviewing, counseling techniques, defensive tactics, public relations, and oral and written communications. Security and supervision techniques in adult institutions are stressed. The Correctional Deputy Academy meets or exceeds the mandates of the California Board of Corrections and Rehabilitation. 180 hours lecture and 220 hours laboratory. (Letter grade only)

**ADJ-C2A****Adult Correctional Officer Supplemental Core Course 3 Units***Prerequisite: ADJ-B1B*

Description: Orientation to custody and working in a correctional facility. Builds upon policing skills to include the necessary transitional training for graduates from the Basic Peace Officer Training Academy. The course is certified for Standards of Training for Corrections (STC) and meets the requirements of all agencies needing custody-trained officers. 55 hours lecture and 17 hours laboratory. (Pass/No Pass only)

**ADJ-D1A****Basic Public Safety Dispatch Course 6 Units***Prerequisite: None*

Description: The 120-hour Basic Public Safety Dispatch Course is designed for law enforcement entry level Dispatchers. The course provides basic skills and knowledge in proper telephone, radio techniques, stress management, and local emergency service systems. 106 hours lecture and 14 hours laboratory. (Pass/No Pass only)

**ADJ-D1B****Dispatcher Update, Public Safety 1 Unit***Prerequisite: ADJ-D1A*

Description: This 24-hour course is designed for the experienced Public Safety Dispatcher as a legal and critical issues update. This course includes updates in civil liability, ethics, civil procedures, wellness and stress management and communicating with the mentally ill. 24 hours lecture. (Pass/No Pass only)

**ADJ-D1C****Communications Training Officer Course 2 Units***Prerequisite: ADJ-D1A*

Description: Provides communications trainers with the skills, knowledge, roles, and responsibilities in the training of new dispatchers. This course will emphasize the process necessary to manage the demands of being a communications trainer. 40 hours lecture. (Pass/No Pass only)

**ADJ-D3A****Dispatch Upd- Handling the Rising Tide of Suicide .25 Units***Prerequisite: ADJ-D1A*

Description: Enhances the skills and abilities of public safety dispatchers regarding the increase in suicide rates and the handling of such incidents. The student will be provided background information, concepts, techniques and an understanding of the emotional impact of dealing with suicides. This course also brings an awareness of the signs of suicide in co-workers and provides options for persuading them to seek help and refer them to appropriate resources. 8 hours lecture. (Pass/No Pass only)

**ADJ-D4A****Dispatcher Role Critical Incidents .25 Units***Prerequisite: ADJ-D1A*

Description: This course will assist professional public safety communications officers understand their role in assisting officers during high-risk incidents. Students will learn strategies to assist field officers during felony stops, response to high-risk calls, and building searches. 8 hours lecture. (Pass/No Pass only.)

**ADJ-D4B****Dispatcher Role in Critical Incidents Advanced .25 Units***Prerequisite: ADJ-D1A*

Description: This course is designed to provide the Public Safety Dispatcher with an understanding of the decisions officers in the field must make during critical incidents and how handling the radio traffic can affect their safety. Students will participate in scenarios inside the force options and driving simulators and formulate solutions to communication obstacles. 4 hours lecture and 4 hours laboratory. (Pass/No Pass only.)

**ADJ-D5A****Dispatcher Public Safety Advanced .50 Units***Prerequisite: ADJ-D1A*

Description: Develops dispatchers professionally and personally, by increasing their knowledge, skills, and abilities to cope with challenging situations to which they are exposed on the job. Additionally, this course will increase interpersonal communication and crisis communication skills. 16 hours lecture. (Pass/No pass only)

**ADJ-D6A****Dispatcher, Crisis Negotiations .25 Units***Prerequisite: ADJ-D1A*

Description: Identifying a crisis negotiation situation, as well as the understanding of the principles of crisis negotiation. Information on the various roles and responsibilities of a dispatcher, responding field units, and the crisis negotiations team. Several techniques on how to combat stress during and after a crisis negotiation incident. The importance of participating in critical incident debriefing. 8 hours lecture. (Pass/No Pass only)

**ADJ-D7A****Dispatcher Domestic Violence and Sexual Assault .25 Units***Prerequisite: ADJ-D1A*

Description: This course is designed to provide the student with the knowledge of the cycle of violence, signs and symptoms of domestic violence and sexual assault, phases of domestic violence, different environmental violence, and the understanding of why victims stay in violent relationships. Students will learn call taking and dispatching skills to assist victims of domestic violence and sexual assault, and the California Penal Code sections and other related laws in order to assist victims. 8 hours lecture. (Pass/No Pass only)

**ADJ-K1A****Code Enforcement Basics 2 Units***Prerequisite: None.*

Description: This is the first course in the Code Enforcement Officer Training Program. Students are introduced to basic concepts in municipal codes pertaining to various types of properties. Course topics include: Basic inspection protocols, planning and community development, officer safety, vehicle abatement, zoning/nuisance, right of entry and inspection warrants, case preparation and overview, abatement of dangerous buildings and substandard housing, legal remedies in code enforcement, dealing with difficult people, and interviews and interrogations. New CA state standards will be reviewed for compliance purposes with revised state regulations. Course prepares the student to take the Basic Certification of Code Enforcement. 40 hours lecture. (Pass/No Pass only)

**ADJ-K1B****Code Enforcement Officer Intermediate 2 Units***Prerequisite: ADJ-K1A*

Description: Second course in the Code Enforcement Officer Training Program. This 40 hour intermediate Code Enforcement Officer Course is designed for current Code Enforcement Officers or an individual who is seeking employment as a Code Enforcement Officer. Topics include: effective communications, use of chemical and technical means as deterrents, legal updates, multi-agency task force inspections, animal awareness and related hazards. 40 hours lecture. (Pass/No Pass only)

**ADJ-K1C****Code Enforcement Officer Advanced Code 2 Units***Prerequisite: ADJ-K1A and ADJ-K1B.*

Description: Third course in the Code Enforcement Officer sequence. This 40 hour advanced Enforcement Officer Course provides technical knowledge for Current Code Enforcement Officers or those individuals preparing to become Code Enforcement Officers that will require the interpretation and application of the Health and Safety and Building Codes. Topics include: legal aspects with constitutional considerations including Fourth Amendment, Vectors, Microbial Contamination, Building, Plumbing, Electrical, Mechanical, Fire Code, and Officer Safety pertaining to Drug and Gang Awareness. 40 hours lecture. (Pass/No Pass only)

**ADJ-P4A****PC 832 Arrest, Search and Seizure 1.50 Units***Prerequisite: None*

Description: Skills necessary to qualify for limited peace officer powers as required by Penal Code Section 832. Emphasis on laws of arrest, search and seizure, evidence, and the investigative process. Meets the curriculum standards of the California Board of Corrections and the California Commission on Peace Officers Standards and Training. 27 hours lecture and 13 hours laboratory. (Pass/No Pass only)



**ADJ-R1A2****Level III Modular Academy Training****7 Units***Prerequisite: None*

*Limitation on Enrollment (e.g. Performance tryout or audition): Completion of the POST Reading and Writing Skills Examination or equivalent examination; completion of the POST Physical Fitness Assessment; completion of the P.O.S.T. personal history statement; possession of a valid California driver's license; successful completion of a medical examination and fingerprint clearance through the California State Department of Justice.*

Description: Designed to meet the state mandated training requirements to be qualified as a Level III police reserve officer. Curriculum covers the history and ethics of law enforcement, criminal justice system, defensive tactics, information systems, criminal law, crimes against persons and property, laws of arrest, use of firearms, vehicle operations, crimes in progress and report writing. The course satisfies Peace Officer Standards and Training (POST) requirements for Level III reserve police certification. 99 hours lecture and 81 hours laboratory.

**ADJ-R1B****Level II Modular Academy Training****11 Unit***Prerequisite: ADJ-R1A2*

*Limitation on enrollment: Fingerprint clearance through California State Department of Justice to possess a firearm, completion of a physical fitness assessment, POST PelletB written assessment or equivalent, and Personal History Statement.*

Description: This course is designed to meet the state mandated training requirements to be qualified as a Level II police reserve officer. Curriculum covers victimology and crisis intervention, community relations, crimes against persons, crimes against property, general crime statutes, crimes against the justice system, laws of arrest, search and seizure, presentation of evidence, use of force, weaponless defense, unusual occurrences, hazardous materials, patrol techniques, vehicle pullovers, crimes against children, sex crimes, firearms and chemical agents, weaponless violations, persons with disabilities, crimes in progress, report writing, preliminary investigations, and cultural diversity. This course satisfies Peace Officer Standards and Training (POST) requirements for Level II police officer certification. 189 hours lecture and 53 hours laboratory.

**ADJ-R1C****Regular Basic Course, Modular Format, Module I Training****18.50 Units***Prerequisite: ADJ-R1B*

*Limitation on enrollment: Completion of POST physical fitness assessment; possession of a valid California drivers license; successful completion of a medical examination; and current fingerprint clearance through the California State Department of Justice*

Description: This course is the third module in the Regular Basic CourseModular Format training sequence. Intensive instruction designed to meet the minimum requirements of a peace officer, or Level I Police Reserve Officer as established by state law. 285 hours lecture and 177 hours laboratory.

**ADJ-S1A****Supervisory Course****4 Units***Prerequisite: ADJ-B1B*

Description: A basic course covering the responsibilities of a law enforcement supervisor such as leadership, planning, transition, performance evaluations, investigations, employee relations, discipline, counseling, training, ethics, stress and motivation. Total of 80 hours lecture.

**ADJ-T1A****Traffic Collision Investigation: Basic****2 Units***Prerequisite: ADJ-B1B*

Description: A basic traffic collision investigation course which meets the requirements of 40600(A) of the California Vehicle Code. Topics include traffic law, accident reporting, scene management, skid mark diagramming, and determining accident cause. The course includes practical exercises. 36 hours lecture and 4 hours lab. (Pass/No Pass only)

**ADJ-T1B****Intermediate Traffic Collision Investigation****2 Units***Prerequisite: ADJ-B1B and ADJ-T1A*

Description: Fundamentals of skidmark analysis and documentation which helps students develop advanced skills in accident investigation. Includes a practical exercise. This course is designed to help students improve their mathematics skills which are necessary for the advanced investigation course. 36 hours lecture and 4 hours laboratory. (Pass/No Pass only)

**ADJ-T1C****Traffic Collision Investigation: Advanced****4 Units***Prerequisite: ADJ-T1B*

Description: Improves skill and knowledge of the advanced techniques used to determine the sequence of events that result in in traffic collision and how to properly document the available information. 76 hours lecture and 4 hours laboratory. (Pass/No Pass only)

**ADJ-T1D****Traffic Collision Reconstruction****4 Units***Prerequisite: ADJ-T1C*

Description: Provides the skills necessary to investigate traffic collision reconstruction events. The correlation between actual investigations and mathematical models is emphasized. 76 hours lecture and 4 hours laboratory. (Pass/No Pass only)

**ADJ-T2A****Radar Operations****1 Unit***Prerequisite: ADJ-B1B*

Description: Training in the operation of traffic RADAR. 20 hours lecture and 4 hours laboratory. (Pass/No Pass only)

**ADJ-T3A****Driving Under the Influence****1 Unit***Prerequisite: ADJ-T1C*

Description: An historical perspective of laws covering persons driving under the influence of alcohol/drugs. Introduction to DUI statistics, enforcement techniques, handling DUI related traffic collisions, and common field sobriety testing techniques. Additionally, DUI reporting techniques and issues related to case law will be covered. 20 hours lecture and 4 hours laboratory. (Pass/No Pass only)

**ADJ-W7A****Rangemaster Course****.50 Units***Prerequisite: None*

Description: Designed to introduce the student to instructional methods and adult learning styles relative to teaching firearms. The course emphasizes general firearm safety measures, equipment safety, legal aspects, firing line management and fundamentals of shooting. 15 hours lecture and 25 hours laboratory.

**ADJ-W10A****PC 832 Firearms****.25 Units***Prerequisite: None**Limitation on enrollment: Department of Justice clearance letter. For more information, go to the website [www.mvc.edu/law](http://www.mvc.edu/law)*

Description: Firearms safety factors and precautions; firearms shooting principles; including range firing of both handguns and shotguns. This course fulfills the firearms portion of ADJ R1B (PC 832 Arrest and Firearms). 8 hours lecture and 16 hours laboratory. (Pass/No Pass only)

---

## AMERICAN SIGN LANGUAGE

---

**AML-1****American Sign Language 1****4 Units**

UC\*, CSU

*Prerequisite: None*

Description: This course concentrates on developing basic principles and skills of American Sign Language (ASL) through cultural appreciation and non-verbal instruction. Emphasis is placed on Deaf culture and Deaf people in history, visual training, sign vocabulary acquisition, comprehension and communicative skills development, as well as basic structural and grammatical patterns of ASL discourse at the beginning level. 72 hours lecture and 18 hours laboratory.

**AML-2****American Sign Language 2****4 Units**

UC, CSU

*Prerequisite: AML-1*

Description: Further development of basic ASL skills in comprehension and expression. A continued emphasis on the acquisition of ASL vocabulary, fingerspelling, structures and grammatical patterns necessary for comprehension of standard signed ASL at the beginning/intermediate level. Non-verbal techniques are employed to further enhance the students complex non-manual grammatical structures as well. 72 hours lecture and 18 hours laboratory.

## ANATOMY AND PHYSIOLOGY

See **BIOLOGY**

---

## ANTHROPOLOGY

---

**ANT-1****Physical Anthropology****3 Units**

(C-ID: ANTH 110)

UC, CSU

*Prerequisite: None*

Description: An introduction to human biological evolution, physical diversity, and relationship to the animal world, using scientific and comparative methods. Incorporates the study of genetics, fossils, primates, and modern human variation within an evolutionary framework. Students may not receive credit for both ANT-1 and ANT-1H. 54 hours lecture.

**ANT-1H****Honors Physical Anthropology****3 Units**

(C-ID: ANTH 110)

UC, CSU

*Prerequisite: None.**Limitation on enrollment: Enrollment in the RCCD Honors Program*

Description: This honors course offers an enriched introduction to human biological evolution, physical diversity, and relationship to the animal world, using scientific and comparative methods. Incorporates the study of genetics, fossils, primates, and modern human variation within an evolutionary framework. Students may not receive credit for both ANT 1 and ANT 1H. 54 hours lecture.

**ANT-1L****Physical Anthropology Laboratory****1 Unit**

(C-ID: ANTH 115)

UC, CSU

*Prerequisite: None**Corequisite: Concurrent enrollment in or prior completion of ANT-1 or 1H required.*

Description: Laboratory course exploring case studies and problems of human genetics, human variation, the identification of fossils through examination of fossil casts, human evolution, the study of the human skeleton, observation of primate behavior and structures utilizing the scientific method. 54 hours laboratory.

**ANT-2****Cultural Anthropology****3 Units**

(C-ID: ANTH 120)

UC, CSU

*Prerequisite: None*

Description: An introduction to the anthropological concept of culture and to the methods and theories used in the comparative analysis of cultures. Cultural practices and institutions are examined using perspectives that enhance effective participation in a culturally diverse world. 54 hours lecture.

**ANT-2H****Honors Cultural Anthropology****3 Units**

(C-ID: ANTH 120)

UC, CSU

*Prerequisite: None.**Limitation on enrollment: Enrollment in the Honors Program*

Description: An introduction to the anthropological concept of culture and to the methods and theories used in the comparative analysis of cultures. Cultural practices and institutions are examined using perspectives that enhance effective participation in a culturally diverse world. This honors course offers an enriched experience for accelerated students through limited class size, seminar format, focus on primary texts, and application of higher level critical thinking skills. Students may not receive credit for both ANT-2 and ANT-2H. 54 hours lecture.

**ANT-3****Prehistoric Cultures****3 Units**

UC\*, CSU

*Prerequisite: None*

Description: The development of human society from the earliest evidence of culture to the beginnings of recorded history. The concepts, methods, and data of prehistoric archaeology are used to examine the major transitions in human prehistory, including the origins of culture, agriculture, and early civilization. 54 hours lecture.

**ANT-4****Native American Cultures****3 Units**

UC, CSU

*Prerequisite: None*

Description: A survey of Native American cultures from the pre-Columbian period through conquest and reservation life and into the present. Incorporates evidence from archaeology, oral history, personal narratives, and other sources. Emphasis will be on the growth of Native American cultures, modern communities, including urban life, social and religious institutions, and traditional cultural elements and artistic traditions. 54 hours lecture.

**ANT-5****Cultures of Ancient Mexico****3 Units**

UC, CSU

*Prerequisite: None*

Description: The development of civilization in ancient Mexico, integrating evidence from archaeology and the prehispanic and post-Conquest written records. Emphasizes the history, lifeways, and social and religious institutions of Mexico from the earliest cultures to the Aztec civilization, and their persistence in the modern world. 54 hours lecture.

**ANT-6****Introduction to Archaeology****3 Units**

(C-ID: ANTH 150)

UC, CSU

*Prerequisite: None*

Description: An examination of the basic concepts, methods, and findings of modern archaeology. Covers the history of archaeology, the application of archaeological methods of recovery and interpretation, and the analysis of archaeological evidence as it is used to reconstruct ancient societies and major trends in cultural evolution. 54 hours lecture.

**ANT-7****Anthropology of Religion****3 Units**

UC, CSU

*Prerequisite: None*

Description: Introduction to the anthropological study of religion in world cultures, using a cross-cultural approach to the analysis of beliefs, rituals, mythology, and the role of religion in society, particularly focusing on non-Western traditional societies. 54 hours lecture.

**ANT-8****Language and Culture****3 Units**

(C-ID: ANTH 130)

UC, CSU

*Prerequisite: None*

Description: An introduction to the anthropological study of language in world cultures. Characteristics of human verbal and non-verbal communication, language diversity and change, and the relationship of language to culture and social groups. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**ANT-16****Field Methods in Archaeology****3 Units**

UC, CSU

*Prerequisite: ANT-6*

Description: Provides students experiential based training in archaeological survey, excavation, and laboratory processing of excavated material. Includes recognition and recordation of historic and prehistoric sites, theory and methods of archaeological processes (stratigraphy, sampling, record keeping, note taking, profiles, mapping), and basic archaeological field laboratory techniques. 36 hours lecture and 54 hours lab. (Pass/No Pass or Letter Grade)

**ART**

In studio classes, students are expected to pay for their own materials. Material fees are required in some classes.

**ART-1****History of Western Art: Prehistoric, Ancient, and Medieval****3 Units**

(C-ID: ARTH 110)

UC, CSU

*Prerequisite: None**Advisory: ENG-1A*

Description: Survey of the history of Western art: painting, architecture, and sculpture, Prehistoric through the Medieval periods. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**ART-2****History of Western Art: Renaissance through Contemporary****3 Units**

(C-ID: ARTH 120)

UC, CSU

*Prerequisite: None**Advisory: Qualification for ENG-1A*

Description: Survey of the history of Western art: painting, architecture, and sculpture, from the Renaissance through contemporary art. Student may not receive credit for both ART-2 and ART-2H. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**ART-5****History of Non-Western Art****3 Units**

UC, CSU

*Prerequisite: None**Advisory: ENG-1A and college level reading recommended*

Description: An introductory survey of the arts of non-European cultures. History, form, functions, and aesthetics will be discussed in an overview of the arts of the Americas (Pre-Columbian and North American Indian), Oceania, Islamic, Sub-Saharan Africa, Southeast Asia, China, and Japan. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**ART-6****Art Appreciation****3 Units**

UC, CSU

*Prerequisite: None**Advisory: ENG-1A*

Description: An introductory course for the non-art major. The creative process and the diversity of style, technique and media, evident in various art forms throughout history and culture. Students may not receive credit for both ART-6 and ART-6H. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**ART-6H****Honors Art Appreciation****3 Units**

UC, CSU

*Prerequisite: None.**Advisory: ENG-1A**Limitation on enrollment: Enrollment in the Honors Program*

Description: An introductory course designed for the non-art major. The creative process and the diversity of styles, technique and media evident in various art forms throughout history and culture. Honors course offers an enriched experience for accelerated students through limited class size; seminar format; focus on primary texts; and application of higher level critical thinking skills. Students may not receive credit for both ART-6 and ART-6H. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**ART-7****Women Artists in History****3 Units**

UC, CSU

*Prerequisite: None**Advisory: ENG-1A*

Description: Survey of the contributions of women artists from the ancient era through the present. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**ART-9****African Art History****3 Units**

UC, CSU

*Prerequisite: None*

Description: A survey of the traditional through contemporary arts of African peoples. Both historical and current expressions of sculpture, body adornment, dance, architecture, painting, artifacts, ceramics, and textiles will be introduced and integrated with other aspects of life and culture in sub-Saharan Africa. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**ART-12****Asian Art History****3 Units**

(C-ID: ARTH 130)

UC, CSU

*Prerequisite: None*

Description: A survey of the history of Asian art (China, Japan, Korea, and India) from prehistoric times to the present, including the religious and philosophical influence on the development of the art forms of architecture, sculpture, ceramics, painting, and the minor arts. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**ART-13****Pre-Columbian Art History****3 Units**

(C-ID: ARTH 145)

UC, CSU

*Prerequisite: None**Advisory: Qualification for ENG-1A*

Description: A survey of the visual arts of ancient Mesoamerica and the Andes from 2000 BC-AD 1521 including the Maya, the Aztecs, and the Inca. 54 hours lecture. (Letter grade, or Pass/No Pass option.)

**ART-14****Latin American Art: Colonial to the Present****3 Units**

UC, CSU

*Prerequisite: None**Advisory: Qualification for ENG-1A*

Description: Survey of architecture, sculpture, painting, and minor arts of Latin American countries from Colonial times through contemporary art. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**ART-17****Beginning Drawing****3 Units**

(C-ID: ARTS 110)

UC, CSU

*Prerequisite: None*

Description: An introduction to the fundamentals of drawing in a variety of media. The exploration of the elements of art, the principles of composition, perspective and the development of observational, motor and creative skills. Emphasis will be on black and white media. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)

**ART-18****Intermediate Drawing****3 Units**

(C-ID: ARTS 205)

UC, CSU

*Prerequisite: ART-17*

Description: Intermediate level and continued study of drawing with emphasis on the use of color media. Basic color theory will be explored in thoughtful compositions. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)

**ART-22****Basic Design****3 Units**

(C-ID: ARTS 100)

UC, CSU

*Prerequisite: None*

Description: An introduction to the fundamentals of two-dimensional design. The organization of visual elements according to the principles of design. Emphasis placed on visual perception, theory, dexterity, problem solving, analysis, application, skill, and presentation. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)

**ART-23****Color Theory and Design****3 Units**

(C-ID: ARTS 270)

UC, CSU

*Prerequisite: ART-22 or ART-17*

Description: The study of color theory and two-dimensional design. The practice of the organization of the visual elements according to the principles of design. Emphasis placed on more advanced methods of communicating ideas through color in design 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)

**ART-24****Three Dimensional Design****3 Units**

(C-ID: ARTS 101)

UC, CSU

*Prerequisite: None*

Description: An introduction to the fundamentals of three-dimensional design. The use of the visual elements and the practice of the principles of design as they relate to various three-dimensional art forms (i.e., sculpture, architecture and product, commercial, stage, environmental and interior design). Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)(Materials fee: \$15.00)



<p><b>ART-25A</b>  <b>Watercolor - Beginning</b> <span style="float: right;"><b>3 Units</b></span>            UC, CSU  <i>Prerequisite:</i> ART-17            Description: Course work that reflects the fundamentals of painting with transparent watercolors at an introductory level. Basic techniques, tools, and materials will be explored. Composition, idea, method, color, and creativity will be examined. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)</p>	<p><b>ART-35A</b>  <b>Illustration-Beginning</b> <span style="float: right;"><b>3 Units</b></span>            UC, CSU  <i>Prerequisite:</i> ART-17.  <i>Advisory:</i> ART-23 or 26.            Description: Course work that reflects the types of entrance level assignments an illustrator may encounter in the industry, using a variety of traditional media and techniques. Emphasis is placed on the evolutionary development of visual ideas. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)</p>
<p><b>ART-25B</b>  <b>Watercolor - Intermediate</b> <span style="float: right;"><b>3 Units</b></span>            UC, CSU  <i>Prerequisite:</i> ART-25A            Description: Course work that reflects an intermediate-level of painting with transparent watercolors. Non-traditional methods, various techniques, tools, and materials will be explored. Intermediate concepts of composition, idea, method, color, and creativity will be examined. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)</p>	<p><b>ART-35B</b>  <b>Illustration-Intermediate</b> <span style="float: right;"><b>3 Units</b></span>            CSU  <i>Prerequisite:</i> ART-35A  <i>Advisory:</i> ART-23 or 26.            Description: Course work that reflects the types of intermediate assignments an illustrator may encounter in the industry. Students will combine traditional and non-traditional techniques to create projects that reflect an intermediate level of finish and format. Projects will focus on conceptual content and process, and represent a range of possible industry application, such as entertainment design, editorial illustration and illustrations for an interactive environment. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)</p>
<p><b>ART-26</b>  <b>Beginning Painting</b> <span style="float: right;"><b>3 Units</b></span>            (C-ID: ARTS 210)            UC, CSU  <i>Prerequisite:</i> ART-17            Description: An introduction to the fundamentals of painting (oil or acrylic). An exploration of various considerations in painting; techniques, process, color theory, visual perception, composition, and creative skills. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)</p>	<p><b>ART-36A</b>  <b>Computer Art-Introduction</b> <span style="float: right;"><b>3 Units</b></span>            CSU  <i>Prerequisite:</i> None            Description: Introduction to creating fine art and design using digital media. The exploration of the visual characteristics of electronic imagery with emphasis on the essentials of fine art, design, and creative problem solving. Artwork will be developed using the computer, related software, and/or other electronic equipment. Students pay for their own materials. 36 hours of lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)</p>
<p><b>ART-27</b>  <b>Intermediate Painting</b> <span style="float: right;"><b>3 Units</b></span>            UC, CSU  <i>Prerequisite:</i> ART-23 or ART-26            Description: Intermediate level of painting (oil or acrylic). Continued exploration of various techniques and the application of color theory. Development of visual, compositional, and creative skills. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)</p>	<p><b>ART-36B</b>  <b>Computer Art-Intermediate</b> <span style="float: right;"><b>3 Units</b></span>            UC, CSU  <i>Prerequisite:</i> ART-36A            Description: Intermediate level of creating fine art and design using digital media. The continuation of the exploration of electronic imagery with emphasis on the essentials of fine art, design, and creative problem solving. Artwork will be developed using the computer, related software, and/or other electronic equipment. Students pay for their own materials. 36 hours of lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)</p>
<p><b>ART-28A</b>  <b>Studio Painting-Portfolio Preparation</b> <span style="float: right;"><b>3 Units</b></span>            UC, CSU  <i>Prerequisite:</i> ART-27            Description: Independent painting studio for the self-motivated student with emphasis on individual art problems and portfolio development. Specific agreement identifying intent, ideas, goals, and media, to be arranged between instructor and student. Emphasis will be on independent concept, development, and portfolio preparation. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option)</p>	<p><b>ART-40A</b>  <b>Figure Drawing-Introduction</b> <span style="float: right;"><b>3 Units</b></span>            (C-ID: ARTS 200)            UC, CSU  <i>Prerequisite:</i> ART-17            Description: Introduction to drawing the human figure. Students will draw from a nude model using a variety of media. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)</p>
<p><b>ART-28B</b>  <b>Studio Painting-Portfolio Presentation</b> <span style="float: right;"><b>3 Units</b></span>            UC, CSU  <i>Prerequisite:</i> ART-28A            Description: Independent painting studio for the self-motivated student with emphasis on individual art problems, portfolio development and presentation. Specific agreement identifying intent, ideas, goals, and media, to be arranged between instructor and student. Emphasis will be on independent concept, refinement, and portfolio presentation. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)</p>	



**ART-40B****Figure Drawing-Intermediate****3 Units**

UC, CSU

*Prerequisite: ART-40A*

Description: Intermediate level of drawing the human figure where emphasis will be on more developed and accurate figurative work, anatomy, improved composition, and further creative exploration. Students will draw from a nude model using a variety of media. Students pay for their own materials. 36 hours lecture and 72 hours laboratory (Letter Grade, or Pass/No Pass option).

**ART-42A****Studio Figure Drawing-Portfolio Preparation****3 Units**

UC, CSU

*Prerequisite: ART-40B*

Description: Continued figure drawing studio work for the self-motivated student, with emphasis on individual problems. Specific agreement identifying intent, ideas, goals, and media, to be arranged between instructor and student. Emphasis will be on independent development and portfolio preparation. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)

**ART-42B****Studio Figure Drawing-Portfolio Presentation****3 Units**

UC, CSU

*Prerequisite: ART-42A*

Description: Continued independent figure drawing studio for the self-motivated student with emphasis on refinement of individualized problems and portfolio presentation. Specific agreement identifying intent, ideas, goals, and media, to be arranged between instructor and student. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)

**ART-45****Studio Watercolor Painting****3 Units***Prerequisite: ART-25A*

Description: Continued watercolor studio work with emphasis on individual problems for the self-motivated student. Specific agreement identifying intent, ideas, goals, and media, to be arranged between instructor and student. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter grade, or Pass/No Pass option.)

**ART-48A****Studio Drawing-Portfolio Preparation****3 Units**

UC, CSU

*Prerequisite: ART-18*

Description: Continued studio drawing for the self-motivated student with emphasis on planning, independence, individualized problems, and portfolio organization and preparation. Specific agreement identifying intent, ideas, goals, and media, to be arranged between instructor and student. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)

**ART-48B****Studio Drawing-Portfolio Presentation****3 Units**

UC, CSU

*Prerequisite: ART-48A*

Description: Continued studio drawing for the self-motivated student with emphasis on refinement of individualized problems and portfolio presentation. Specific agreement identifying intent, ideas, goals, and media, to be arranged between instructor and student. Students pay for their own materials. 36 hours lecture and 72 hours laboratory. (Letter Grade, or Pass/No Pass option.)

**ART-200****Art Work Experience****1-4 Units**

CSU\*

*Prerequisite: None**Advisory: Students should have paid or voluntary employment*

Description: This course is designed to coordinate the student's occupational on-the-job training with related instruction in work-related skills. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. Students enrolling in WKX-200 are administratively moved to the appropriate general or occupational work experience course after the first class meeting based upon several factors, including the number of hours worked during the semester, occupational program requirements, and type of work in which the student is engaged. 18 hours orientation and 60 hours of volunteer work experience (maximum of 240 hours) or 75 hours of paid work experience (maximum of 300 hours) are required for each enrolled unit. (Letter grade or Pass/No Pass)

---

## ASTRONOMY

---

**AST-1A****Introduction to the Solar System****3 Units**

UC, CSU

*Prerequisite: None**Advisory: REA-82 or qualifying placement level and MAT-35*

Description: A journey through the fundamental principles of astronomy specifically focused on the observed motions of the night sky, historical developments of astronomical theory, and the scientific principles explaining the physical characteristics and formation of the solar system. Part one of two courses which complete the fundamental knowledge base for astronomy. 54 hours lecture.

**AST-1B****Introduction to the Stars and Galaxies****3 Units**

UC, CSU

*Prerequisite: AST-1A*

Description: A journey through the fundamental principles used to describe the sun, stars, galaxies and the universe as a whole. Description of observational measurements, determination of the physical properties and the theoretical predictions of stellar evolution, properties of; black holes, neutron stars, supernovae, quasars. Classification of, and determination of physical properties of galaxies and cosmology are covered as well. Part two of two courses that complete the fundamental knowledge base for astronomy. 54 hours lecture.

BIOLOGY COURSE MODIFICATIONS EFFECTIVE 18-19 ACADEMIC YEAR		
PREVIOUS COURSE NUMBER	UPDATED COURSE NUMBER	UPDATED TITLE
AMY-10	BIO-45	Survey of Human Anatomy and Physiology
AMY-2A	BIO-50A	Anatomy and Physiology I
AMY-2B	BIO-50B	Anatomy and Physiology II
BIO 30	BIO-16	Human Reproduction and Sexual Behavior
BIO-11	BIO-60	Introduction to Molecular and Cellular Biology
BIO-11H	BIO-60H	Honors Introduction to Molecular and Cellular Biology
BIO-12	BIO-61	Introduction to Organismal and Population Biology
BIO-17	BIO-4	Human Biology
BIO-2A	BIO-2	Zoology
BIO-30	BIO-16	Human Reproduction
BIO-34	BIO-18	Human Genetics
BIO-36	BIO-19	Environmental Science
HES-1	BIO-35	Health Science
MIC-1	BIO-55	Microbiology

## BIOLOGY

### BIO-1

#### General Biology

4 Units

UC\*, CSU

*Prerequisite: None.*

Description: Introductory course designed for non-science majors that offers an integrated study of the basic principles of biology, with emphasis on the principles of structure and function, genetics, development, evolution, and ecology. Discussions on the philosophy, concepts, and implications of modern biology will be included. Students may not receive credit for both BIO-1 and BIO-1H. 54 hours lecture and 54 hours laboratory. (Letter Grade only)

### BIO-1H

#### Honors General Biology

4 Units

UC, CSU

*Prerequisite: None.*

*Limitation on enrollment: Enrollment in the Honors program*

Description: The course is designed for the non-science major. Students will explore the basic principles of biology, with particular emphasis on the molecular and cellular basis of life as well as genetics, development, evolution and ecology. Discussions on the philosophy, unifying concepts and applications/implications of biology will be included. The Honors course offers an enriched experience for accelerated students through smaller class size; a focus on the evidentiary basis of biological models; and the application of higher level critical thinking skills. Moreover, a thematic/concept-based approach to the course material will be used rather than the traditional topic-based, survey format. The laboratory component will involve completion of directed research projects that culminate in the submission and presentation of research papers, oral presentations and/or poster presentations in the appropriate scientific format. Students may not receive credit for both BIO-1 and BIO-1H. 54 hours lecture and 54 hours laboratory.

### BIO-4

#### Human Biology (formerly BIO-17)

4 Units

UC, CSU

*Prerequisite: None*

Description: A non-major introductory course in biology which offers an integrated study of the basic principles of biology as revealed in the human body. Emphasis is placed on cellular and system organization in relation to specific function and common disorders affecting the body; the interaction between the human body and its environment. Controversial, thought-provoking topics related to modern biology and medical advances involving genetic engineering will be included. This course satisfies district graduation and transfer requirements for a science lecture and laboratory course. 54 hours lecture and 54 hours laboratory.

### BIO-16

#### Human Reproduction and Sexual Behavior (formerly BIO-30)

3 Units

UC, CSU

*Prerequisite: None.*

Description: Human anatomy, physiology and behavior as related to sexual reproduction, including discussion of fertilization, pregnancy, childbirth and birth control. Consideration also will be given to homosexuality, sexually transmitted disease, sex education, and sexual intercourse and response. 54 hours lecture. (Letter Grade only)

### BIO-18

#### Human Genetics (formerly BIO-34)

3 Units

UC, CSU

*Prerequisite: None*

*Advisory: High school biology or any college life science course with laboratory.*

Description: A general education course for non-biology majors and allied health students who are interested in the underlying mechanisms of human heredity. Emphasis will be given to the role of genetics and environment on cells, individuals, family and human populations. Discussion on human genetic disorders and the social implications of modern human genetics will be included. 54 hours lecture.

### BIO-35

#### Health Science (Same as HES-1)

3 Units

UC, CSU

*Prerequisite: None*

Description: A general education course that offers a basic study of human health and health care as revealed in the anatomy and physiology of the body, nutrition, exercise, stress management, weight management, protection from degenerative and communicable diseases, personal safety, environmental health, wellness, and professional medical care. Students will explore making responsible decisions regarding all aspects of healthy life style including getting fit, disease prevention and treatments, substances use and abuse, human sexuality, and selection of health providers. This course satisfies the California requirement in drug, alcohol, tobacco and nutrition education for teacher certification. 54 hours lecture. (Letter Grade only)

### BIO-45

#### Survey of Human Anatomy and Physiology (formerly AMY-10)

3 Units

UC, CSU

*Prerequisite: None*

Description: An introductory and survey course of structural and functional aspects of the human body. Emphasis is placed on cell organization, human tissues, and discussion of each of the human systems. 54 hours lecture.

**BIO-50A****Anatomy and Physiology I (formerly AMY-2A) 4 Units**

(C-ID: BIOL 115S)

UC, CSU

*Prerequisite: BIO-1 or BIO-1H or BIO-4 or BIO-55 or BIO-60 or BIO-60H*

Description: First of a two course sequence that introduces students to the basic concepts and principles of anatomy and physiology. This course will provide a foundation for advanced study of the human body. The course covers body orientation and organization, cells and tissues, the skeletal and muscular systems, and the eye and ear. Designed to meet the prerequisites for professional programs, e.g. nursing, dental hygiene, and physical therapy. 36 hours lecture and 108 hours laboratory.

**BIO-50B****Anatomy and Physiology II (formerly AMY-2B) 4 Units**

(C-ID: BIOL 115S)

UC, CSU

*Prerequisite: BIO-50A*

Description: Second of a two course sequence in anatomy and physiology that covers these systems: nervous, endocrine, cardiovascular, respiratory, urinary, digestive, and reproductive organ systems. 36 hours lecture and 108 hours laboratory.

**BIO-55****Microbiology (formerly MIC-1) 4 Units**

UC, CSU

*Prerequisite: CHE-2A or CHE-2B, and BIO-1 or BIO-1H or BIO-50A or BIO-60 or BIO-60H*

Description: General characteristics of microorganisms with emphasis on morphology, growth, control, metabolism and reproduction; their role in disease, body defenses, and application to the biomedical field. 54 hours lecture and 54 hours laboratory.

**BIO-60****Introduction to Molecular and Cellular Biology (formerly BIO-11) 5 Units**

(C-ID: BIOL 190)

UC\*, CSU

*Prerequisite: CHE-1A or CHE-1AH**Advisory: MAT-35, ENG-50, ENG-80 or qualifying placement level*

Description: An intensive course for all Life Science majors designed to prepare the student for upper division courses in molecular biology, cell biology, developmental biology, evolution, and genetics. Course material includes principles of biochemistry, prokaryotic and eukaryotic cell structure and function, metabolism including photosynthesis and respiration, cell division and its control, classical and molecular genetics, signal transduction, early animal development, evolution and the diversity of life at the cellular level. 72 hours lecture and 54 hours laboratory.

**BIO-60H****Honors Introduction to Molecular and Cellular Biology (formerly BIO-11H) 5 Units**

(C-ID: BIOL 190)

UC, CSU

*Prerequisite: CHE-1A or CHE-1AH**Limitation on Enrollment (e.g. Performance tryout or audition): Enrollment in the Honors program.*

Description: An intensive course for all Life Science majors designed to prepare the student for upper division courses in molecular biology, cell biology, developmental biology, evolution, and genetics. Course material includes principles of biochemistry, prokaryotic and eukaryotic cell structure and function, metabolism including photosynthesis and respiration, cell division and its control, classical and molecular genetics, signal transduction, early animal development, evolution and the diversity of life at the cellular level. 72 hours lecture and 54 hours laboratory.

**BIO-61****Introduction to Organismal and Population Biology (formerly BIO-12) 5 Units**

(C-ID: BIOL 140)

UC\*, CSU

*Prerequisite: BIO-60 or BIO-60H*

Description: An intensive course designed for all Life Science majors to prepare the student for upper division courses in organismal and population biology. Course materials include plant structure and function, animal systems and behavior, ecological diversity and dynamics, and evolutionary theory, including population genetics. This course along with Biology 11 is intended to fulfill a year of transferable lower division general biology. Some field trips are required. 72 hours lecture and 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)

---

## BIOTECHNOLOGY

---

**BIT-1****Introduction to Biotechnology 1 Unit***Prerequisite: None*

Description: Lecture course to introduce students to career options and general work skills in biotechnology. General work skills include record keeping, business ethics, and safety. 18 hours lecture.

**BIT-20****Introduction to Biotechnology 3 Units***Prerequisite: None*

Description: This course is designed as a preparation course for students interested in further studies in biotechnology, for entry-level positions. Course material includes an integrated study of the basic principles of biotechnology counting genes and genomes, recombinant DNA technology, and proteins. Students will explore various types of biotechnology and their products with an emphasis on application in medicine, health care and agriculture. Discussions on the biotechnology workforce, and biological challenges of the 21st century including ethical and social implications will be included. 54 hours lecture.

**BIT-21****Laboratory Techniques 3 Units***Prerequisite: None*

Description: This course is designed as a preparation course in the laboratory settings for students interested in further studies in biotechnology or for entry-level positions. Course material includes fundamentals of good laboratory practice and an associated vocabulary that underline work in biotechnology. Students will receive hands-on experience exploring basic laboratory operations such as preparing solutions and molarity calculations, safety procedures, and data entry skills. 27 hours of lecture and 81 hours laboratory.

**BIT-22****DNA Techniques****2 Units***Prerequisite: BIT-20*

Description: This course is a lab-centered course exploring DNA techniques for students interested in further studies in biotechnology, for entry-level positions or work advancement. Students will receive hands-on experience working with human and bacterial DNA by extracting, purifying, amplifying and analyzing genomic and plasmid DNA. Course techniques include agarose gel electrophoresis, restriction enzyme digestion, introduction to polymerase chain reaction and elements of bioinformatics pertaining to DNA. 18 hours lecture and 54 hours laboratory.

**BIT-23****Protein Techniques****2 Units***Prerequisite: BIT-20*

Description: This course is a lab-centered course exploring protein techniques for students interested in further studies in biotechnology, for entry-level positions or work advancement. Students will receive hands-on experience in protein isolation, purification and analysis. Course techniques include spectrophotometric assays, ion-exchange chromatography, colorimetric enzymatic assays, protein gel electrophoresis, introduction to immunodetection assays, and elements of bioinformatics pertaining to proteins. 18 hours lecture and 54 hours laboratory.

**BIT-24****Principles of Culture Techniques****3 Units***Prerequisite: BIT-20*

Description: This course is a lab-centered course exploring culture techniques for students interested in further studies in biotechnology, for entry-level positions or work advancement. Students will receive hands-on experience in cell and tissue cultures. Course techniques include sterile technique and media preparation for cell and tissue cultures, maintaining cell and tissue culture, and testing cell viability using chemical assays and bright field microscopy. 27 hours lecture and 81 hours laboratory.

**BIT-25****Research Presentation****2 Units***Prerequisite: BIT-20*

Description: This course is a lecture/presentation course introducing students to technical writing for scientific documents and delivering oral presentation for topics in biotechnology. Students will develop skills in library research (including Internet database searches) to collect and organize data for scientific document including proposals and papers. Government and industry regulations will be introduced for students to develop skills in presenting data in accordance to biotechnological regulation and legislation. 36 hours lecture.

**BIT-200****Biotechnology Work Exp****1-4 Units***Prerequisite: None**Advisory: Students should have paid or voluntary employment*

Description: This course is designed to coordinate the student's occupational on-the-job training with related instruction in work-related skills. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. Students enrolling in WKX-200 are administratively moved to the appropriate general or occupational work experience course after the first class meeting based upon several factors, including the number of hours worked during the semester, occupational program requirements, and type of work in which the student is engaged. 18 hours orientation and 60 hours of volunteer work experience (maximum of 240 hours) or 75 hours of paid work experience (maximum of 300 hours) are required for each enrolled unit. (Letter grade or Pass/No Pass)

**BLACK STUDIES**  
 See **ETHNIC STUDIES**
**BUSINESS ADMINISTRATION**
**BUS-3****Computer Applications for Business****3 Units****(Same as CAT/CIS-3)**

UC, CSU

*Prerequisite: None*

Description: This course introduces a suite of computer applications to students preparing to enter business, and office professions. Individuals who are already established in these professions may also benefit from skills emphasized which include: use of basic operating system functions, file management, word processing, spreadsheets, database management, and presentation graphics. 54 hours lecture and 18 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)

**BUS-10****Introduction to Business****3 Units**

(C-ID: BUS 110)

UC, CSU

*Prerequisite: None.*

Description: Scope, function and organization of contemporary business; fundamentals, concepts, principles, and current practices in the major areas of business activity with an integrated global perspective. 54 hours lecture. (Letter Grade only)

**BUS-10H****Honors Introduction to Business****3 Units**

(C-ID: BUS 110)

UC, CSU

*Prerequisite: None**Limitation on enrollment: Enrollment in the Honors Program*

Description: Scope, function and organization of contemporary business; fundamentals, concepts, principles and current practices in the major areas of business activity with an integrated global perspective. This honors course offers an enriched experience for accelerated students through limited class size, seminar format, focus on primary texts, and application of higher level critical thinking skills. Students may not receive credit for both BUS 10 and BUS 10H. 54 hours lecture.

**BUS-18A****Business Law I****3 Units**

(C-ID: BUS 125)

UC\*, CSU

*Prerequisite: None*

Description: The social and practical basis of the law. Covers the legal and ethical environment of business, contracts, agency and employment, and the law of sales. 54 hours lecture.

**BUS-18B****Business Law II****3 Units**

UC\*, CSU

*Prerequisite: None*

Description: Commercial paper, secured transactions, bankruptcy, agency and employment, business organizations, governmental regulations, international law, real and personal property and trusts and estates. 54 hours lecture.



**BUS-20****Business Mathematics****3 Units**

CSU

*Prerequisite: None*

Description: An introduction to quantitative approaches for solving common business problems using general mathematics and first degree equations. Includes the development and solution of problems in the areas of business statistics, trade and cash discounts, markups and markdowns, perishables, payroll, taxes, simple interest, promissory notes, compound interest, present and future value, annuities and sinking funds, installment buying and credit cards, home ownership costs, insurance, stocks and bonds, mutual funds, financial reports, depreciation, inventory, and overhead. 54 hours lecture.

**BUS-22****Management Communications****3 Units**

CSU

*Prerequisite: None**Advisory: CAT-30*

Description: Examines the dynamics of organizational communication including a cross cultural emphasis. Practical experience is attained in verbal, non-verbal and interpersonal communication. Includes business report writing, letter writing and resume writing. 54 hours lecture.

**BUS-24****Business Communication****3 Units**

(C-ID: BUS 115)

CSU

*Prerequisite: ENG-1A or ENG-1AH*

Description: Applies the principles of ethical and effective communication to the creation of letters, memos, emails, and written and oral reports for a variety of business situations. The course emphasizes planning, organizing, composing and revising business documents using word processing software for written documents and presentation graphics software to create and deliver professional-level oral reports. Course is designed for students who have college-level writing skills. 54 hours lecture.

**BUS-30****Entrepreneurship: Foundations and Fundamentals****3 Units**

CSU

*Prerequisite: None*

Description: An introductory course designed to explore, identify and evaluate business opportunities with an emphasis on starting and managing a small or existing business: investigating tools and best practices associated with identifying and creating new venture opportunities; explore ways to shape and evaluate the viability of opportunities; understanding key industry factors, market, competitive factors, and customer needs. 54 hours lecture

**BUS-47****Applied Business and Management Ethics****3 Units**

(Same as MAG-47)

CSU

*Prerequisite: None*

Description: An examination of ethical concerns in business decision making. Includes corporate, personal, global, governmental, public, environmental, product, and job-related issues. Case studies and corporate ethics programs and audits also covered. 54 hours lecture. (Letter Grade, or Pass/No Pass option)

**BUS-51****Principles of Electronic Commerce****3 Units**

CSU

*Prerequisite: None**Advisory: BUS-10 and CIS-1A*

Description: An introduction to electronic commerce focusing on business, technological, and social issues in today's global market. Provides the theory and practice of conducting business over the Internet and the World Wide Web. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**BUS-53****Introduction to Personal Finance****3 Units**

CSU

*Prerequisite: None*

Description: An introduction to personal finance focusing on mastering the key concepts involved in attaining personal wealth. Personal finance focuses on the concepts, decision-making tools, and applications of financial planning. A financial plan will be utilized to guide decisions today and in years to come. Additional emphasis will be placed on interpreting financial information obtained online, the theory and practice regarding income tax law, health insurance provisions, retirement programs, and personal investing. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**BUS-80****Principles of Logistics****3 Units**

CSU

*Prerequisite: None*

Description: An introduction to the management of business logistics functions including purchasing, inventory management, transportation, warehousing and their related technologies. Focus is on integration of logistics functions to improve overall supply chain customer service and cost performance. 54 hours lecture.

**BUS-200****Business Administration Work Experience****1-4 Units**

CSU\*

*Prerequisite: None**Advisory: Students should have paid or voluntary employment*

Description: This course is designed to coordinate the student's occupational on-the-job training with related instruction in work-related skills. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. Students enrolling in WKX-200 are administratively moved to the appropriate general or occupational work experience course after the first class meeting based upon several factors, including the number of hours worked during the semester, occupational program requirements, and type of work in which the student is engaged. 18 hours orientation and 60 hours of volunteer work experience (maximum of 240 hours) or 75 hours of paid work experience (maximum of 300 hours) are required for each enrolled unit. (Letter grade or Pass/No Pass)



## CHEMISTRY

<p><b>CHE-1A</b>  <b>General Chemistry, I</b>            (C-ID: CHEM 120S)            UC, CSU  <i>Prerequisite: CHE-2A or CHE-3 and MAT-35</i>            Description: The student will explore simple chemical systems, their properties and how they can be investigated and understood in terms of stoichiometry, gas laws, elementary thermodynamics, atomic structure and bonding. Laboratory techniques in the investigation of chemical systems. Students may not receive credit for both CHE-1A and CHE-1AH. 54 hours lecture and 108 hours laboratory. (Letter Grade, or Pass/No Pass option.)</p>	<p><b>5 Units</b></p>
<p><b>CHE-1AH</b>  <b>Honors General Chemistry, I</b>            (C-ID: CHEM 120S)            UC, CSU  <i>Prerequisite: CHE-2A or CHE-3 and MAT-35</i>  <i>Limitation on enrollment: Enrollment in the Honors Program</i>            Description: The student will explore simple chemical systems, their properties and how they can be investigated and understood in terms of stoichiometry, gas laws, elementary thermodynamics, atomic structure and bonding. Laboratory techniques in the investigation of chemical systems. This Honors course offers an enriched experience for accelerated students through limited class size; seminar format; focus on primary texts; and application of higher level critical thinking skills. A thematic approach developing a chemical concept in detail will be used rather than a topic based approach. Laboratory will involve completion of directed research projects with submission of standard operating procedures (SOPs) or papers in appropriate scientific format. Students may not receive credit for both CHE-1A and CHE-1AH. 54 hours lecture and 108 hours laboratory. (Letter Grade, or Pass/No Pass option.)</p>	<p><b>5 Units</b></p>
<p><b>CHE-1B</b>  <b>General Chemistry, II</b>            (C-ID: CHE 110 CHEM 120S)            UC, CSU  <i>Prerequisite: CHE-1A or CHE-1AH</i>            Description: Continued exploration of the principles of chemistry with emphasis on kinetics, thermodynamics, acid-base theory, equilibrium and electrochemistry. Special topics from descriptive inorganic chemistry, nuclear chemistry and introductory organic chemistry. Laboratory techniques in the investigation of chemical systems. Students may not receive credit for both CHE-1B and CHE-1BH. 54 hours lecture and 108 hours laboratory. (Letter Grade, or Pass/No Pass option.)</p>	<p><b>5 Units</b></p>

<p><b>CHE-1BH</b>  <b>Honors General Chemistry, II</b>            (C-ID: CHEM 120S)            UC, CSU  <i>Prerequisite: CHE-1A or CHE-1AH</i>  <i>Limitation on enrollment: Enrollment in the Honors Program</i>            Description: Continued exploration of the principles of chemistry with emphasis on kinetics, thermodynamics, acid-base theory, equilibrium and electrochemistry. Special topics from descriptive inorganic chemistry, nuclear chemistry and introductory organic chemistry. Laboratory techniques in the investigation of chemical systems. This Honors course offers an enriched experience for accelerated students through limited class size; seminar format; focus on primary texts; and application of higher level critical thinking skills. A thematic approach developing a chemical concept in detail will be used rather than a topic based approach. Laboratory will involve completion of directed research projects with submission of standard operating procedures (SOPs) or papers in appropriate scientific format. Students may not receive credit for both CHE-1B and CHE-1BH. 54 hours lecture and 108 hours laboratory. (Letter Grade, or Pass/No Pass option.)</p>	<p><b>5 Units</b></p>
<p><b>CHE-2A</b>  <b>Introductory Chemistry, I</b>            UC, CSU  <i>Prerequisite: MAT-52</i>            Description: Introduction to the nature of chemicals, their properties, chemical bonding, reactions, and mixtures. Applications to health and environmental topics. Fulfills the needs of non-science majors. 54 hours lecture and 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)</p>	<p><b>4 Units</b></p>
<p><b>CHE-2B</b>  <b>Introductory Chemistry, II</b>            UC*, CSU  <i>Prerequisite: CHE-2A</i>            Description: Introduction to organic and biochemistry including: (1) structure, nomenclature, and reactions of some organic compounds and drugs, (2) structure and metabolism of carbohydrates, lipids, proteins, and nucleic acids, and (3) enzyme activity and inhibition. Meets the chemistry requirements for nursing, physical education, paramedics, nutrition, dental hygiene, physical therapy assistants, and inhalation therapy majors. 54 hours lecture and 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)</p>	<p><b>4 Units</b></p>

**CHICANO STUDIES**  
 See ETHNIC STUDIES

## COMMUNICATION STUDIES

### COM-1

#### Public Speaking

3 Units

(C-ID: COMM 110)

UC, CSU

*Prerequisite: None*

*Advisory: COM-51 and qualification for ENG-1A*

Description: Prepares students to compose (develop outlines and research) and present a minimum of four speeches, including informative and persuasive presentations in front of a live audience. Emphasis will include: different purposes of speaking, types of speeches and organizational patterns, topic choice and audience adaptation, rhetorical principles, development and support of sound reasoning and argument, theories of persuasion, application of ethics in public speaking, listening skills, and theory and principles of effective delivery. Students will speak formally for a minimum of 20 total semester minutes. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

### COM-1H

#### Honors Public Speaking

3 Units

(C-ID: COMM 110)

UC, CSU

*Prerequisite: None.*

*Advisory: COM-51 and qualification for ENG-1A*

*Limitation on enrollment: Enrollment in the Honors Program*

Description: Prepares students to compose (develop outlines and research) and present a minimum of four speeches, including informative and persuasive presentations in front of a live audience. Emphasis will include the enhanced exploration of: different purposes of speaking, types of speeches and organizational patterns, topic choice and audience adaptation, rhetorical principles, development and support of sound reasoning and argument, theories of persuasion, application of ethics in public speaking, listening skills, and theory and principles of effective delivery. Students will speak formally for a minimum of 20 total semester minutes. This Honors course offers an enriched experience for accelerated students through limited class size; seminar format; focus on primary texts; and application of higher level critical thinking skills. Students may not receive credit for both COM-1 and COM-1H. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

### COM-2

#### Persuasion in Rhetorical Perspective

3 Units

(C-ID: COMM 190)

UC, CSU

*Prerequisite: None*

*Advisory: COM-51 and qualification for ENG-1A*

Description: Develops persuasion from a rhetorical perspective with emphasis on the Ciceronian Canons of Rhetoric and the Aristotelian forms of proof: ethos, pathos, and logos. Includes practical application of these rhetorical theories in understanding and analyzing classical, post renaissance, and contemporary public address. Also incorporates presentation on persuasive issues, rhetorical analyses, and role play. Students will deliver a minimum of three oral presentations. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

### COM-3

#### Argumentation and Debate

3 Units

(C-ID: COMM 120)

UC, CSU

*Prerequisite: None*

*Advisory: COM-51 and qualification for ENG-1A*

Description: Covers theoretical underpinnings of argumentation and debate including a systematic approach to the process of debate, theories of argumentation as related to topic analysis, research, case construction, rebuttals, cross-examination, utilization of sound reasoning, and the importance of ethical behavior in debate. Focus is on effective delivery of verbal and nonverbal communication as well as effective listening. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

### COM-6

#### Dynamics of Small Group Communication

3 Units

(C-ID: COMM 140)

UC, CSU

*Prerequisite: None*

*Advisory: COM-51 and qualification for ENG-1A*

Description: Provides an introduction to the dynamics of communication in purposeful small groups (i.e. problem-solving). Theoretical knowledge of small group communication becomes the basis for the practical application of group development, problem-solving, decision-making, discussion, interaction and presentation. Develops student competence and confidence as a group member and leader. Oral group presentations required. Students will speak formally as part of a group for a minimum of 20 semester minutes. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

### COM-7

#### Oral Interpretation of Literature

3 Units

(C-ID: COMM 170)

UC, CSU

*Prerequisite: None*

*Advisory: COM-51 and qualification for ENG-1A*

Description: Preparation and presentation of interpreting literature (prose, poetry and drama). Principles and techniques of interpreting the printed page are related to preparing and presenting an oral interpretation of literature for an audience. Provides opportunities for cultural enrichment, literary analysis, creative outlet, articulate expression and improved speaking ability. Oral presentations required. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

### COM-9

#### Interpersonal Communication

3 Units

(C-ID: COMM 130)

UC, CSU

*Prerequisite: None*

*Advisory: COM-51 and qualification for ENG-1A*

Description: Analyzes the dynamics of the two-person communication process in relationships. Students study values, communication models, listening, verbal and nonverbal communication, perception, self-concept, self-disclosure, management of emotions, relationship theories and conflict management. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**COM-9H****Honors Interpersonal Communication****3 Units**

(C-ID: COMM 130)

UC, CSU

*Prerequisite: None**Advisory: COM-51 and qualification for ENG-1A**Limitation on enrollment: Enrollment in the Honors Program*

Description: Analyzes the dynamics of the two-person communication process in relationships. Students study values, communication models, listening, verbal and nonverbal communication, perception, self-concept, self-disclosure, management of emotions, relationship theories and conflict management. This Honors course offers an enriched experience for accelerated students through limited class size; seminar format; focus on primary texts; and greater application of higher level critical thinking skills. Students may not receive credit for both COM-9 and COM-9H. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**COM-12****Intercultural Communication****3 Units**

(C-ID: COMM 150)

UC, CSU

*Prerequisite: None**Advisory: COM-51 and qualification for ENG-1A*

Description: This course provides an introduction to the factors affecting intercultural communication. This course focuses on the communication behaviors and values common to all cultures and ethnic groups, as well as the differences that may insulate and divide people. Students will examine influences on the communication process, including aspects such as stereotyping, gender roles, values, beliefs, verbal and nonverbal communication patterns, conflict styles and much more. Students will learn to overcome the communication problems that may result when members of other cultures and/or ethnic groups communicate by evaluating their own intercultural communication patterns and learning skills to increase their effectiveness. 54 hours lecture. (Letter Grade or Pass/No Pass option)

**COM-13****Gender and Communication****3 Units**

UC, CSU

*Prerequisite: None**Advisory: COM-51 and qualification for ENG-1A*

Description: A study of theories that address communication styles including similarities and differences between masculine and feminine gender types. Integrates theories to heighten students' awareness of the importance of gender as a communication variable. Theoretical approaches to the development of gender are discussed. Gender communication issues are addressed with an emphasis on listening, perception, verbal, nonverbal communication, and conflict management in interpersonal, small group and various other contexts. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**COM-51****Enhancing Communication Skills****1 Unit***Prerequisite: None*

Description: Pre-collegiate introduction to fundamentals of communication skills in various contexts. Designed to provide students with the necessary communication skills for college success, and outlines the basics of rhetorical principles which will assist in the development and organization of ideas within various communication contexts including public speaking and interpersonal communication. Focuses on choosing a topic for speeches/papers, research and outlining methods, as well as techniques for presentation with a particular focus on managing speech anxiety. 18 hours lecture. (Non-degree credit course. Letter Grade, or Pass/No Pass option.)

**COMMUNITY INTERPRETATION****CMI-61****Introduction to Spanish English Translation****3 Units***Prerequisite: None**Advisory: Course intended for students with near native reading and writing skills in Spanish and English*

Description: This course is an introduction to Spanish/English translation with an emphasis on developing writing style appropriate to text type. Text types covered will include correspondence, news media texts, and informational texts of a general nature. Students will focus on comprehension of source language texts and accurate expression of content in translations. Theoretical readings will be used to familiarize students with strategies, techniques and approaches to solving translation challenges. The course will cover the appropriate use of research materials as aids to translation. 54 hours lecture.

**CMI-71****Bilingual Interpretation for the Medical Professions****6 Units***Prerequisite: None**Limitation on enrollment: This course is intended for students with near native fluency in Spanish and English*

Description: This course is an introduction to the field of Spanish-English medical interpreting. The three modes of interpreting are practiced: simultaneous interpreting, consecutive interpreting and sight translation. Students will learn medical terminology in Spanish and English as they improve their interpreting skills. They also work with common word roots, suffixes and prefixes. Course includes a field observation component. 90 hours lecture and 54 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)

**CMI-81****Introduction to Court Interpreting****6 Units***Prerequisite: None**Limitation on enrollment: This course is intended for students with near native fluency in Spanish and English*

Description: This course is an introduction to oral interpretation theory and practice in the legal professions, with emphasis on criminal law, civil law, mental health hearings, and cultural diversity in procedures. This course concentrates on developing general skills in sight translation, consecutive interpretation and simultaneous interpretation, and includes a field-observation component. 90 hours lecture and 54 hours laboratory. (TBA option)(Letter Grade or Pass/No Pass option.)

**CMI-82****Intermediate Legal Interpreting****4 Units***Prerequisite: CMI-81*

Description: This course builds upon skills practiced in CMI-81. Students review sight translation and consecutive interpretation. Considerable emphasis will be placed on simultaneous interpretation. Terminology covered will include Spanish-English legal terminology as well as the lexicon of fingerprinting, firearms, controlled substances and other subject areas dealt within court interpreting. Emphasis will be placed upon public speaking, discourse analysis and dual task exercises. 72 hours lecture.

**CMI-91****Introduction to Translation and Interpretation for Business 3 Units***Prerequisite: None**Limitation on enrollment: This course is intended for students with near native fluency in Spanish and English*

Description: This course is an introduction to Spanish/English translation and interpretation as practiced in business settings. Students will focus on developing skills in interpreting and written translation while acquiring business terminology in Spanish and English. Emphasis will be placed on written translation and consecutive interpretation. Acquisition of bilingual business terminology will be reinforced through readings, oral practice and written work. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**CMI-200****Community Interpretation Work Experience 1-4 Units**  
CSU\**Prerequisite: None**Advisory: Students should have paid or voluntary employment*

Description: This course is designed to coordinate the student's occupational on-the-job training with related instruction in work-related skills. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. Students enrolling in WKX-200 are administratively moved to the appropriate general or occupational work experience course after the first class meeting based upon several factors, including the number of hours worked during the semester, occupational program requirements, and type of work in which the student is engaged. 18 hours orientation and 60 hours of volunteer work experience (maximum of 240 hours) or 75 hours of paid work experience (maximum of 300 hours) are required for each enrolled unit. (Letter grade or Pass/No Pass) Grade, or Pass/No Pass option.)

## COMPUTER APPLICATIONS AND OFFICE TECHNOLOGY

**CAT-1A****Business Etiquette 1 Unit***Prerequisite: None*

Description: This course provides students with both the knowledge and the skills required to quickly apply business standards of acceptable behavior and etiquette to project a professional image. It addresses additional topics, such as financial planning, appropriate use of workplace technologies, and written business communications, that students need to know when transitioning from campus to the workplace. 18 hours lecture. (Letter Grade, or Pass/No Pass option.)

**CAT-3****Computer Applications for Business 3 Units**  
(Same as BUS/CIS-3)

CSU

*Prerequisite: None*

Description: This course introduces a suite of computer applications to students preparing to enter business, and office professions. Individuals who are already established in these professions may also benefit from skills emphasized which include: use of basic operating system functions, file management, word processing, spreadsheets, database management, and presentation graphics. 54 hours lecture and 18 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)

**CAT-30****Business English 3 Units***Prerequisite: None**Advisory: Keyboarding skills or CAT-53 and CAT-34A or CIS-34A or familiarity with Microsoft Word*

Description: Examines the mechanics of business communications. Includes a study of grammar fundamentals, sentence structure, punctuation, vocabulary, and spelling. 54 hours of lecture. (Letter Grade, or Pass/No Pass option)

**CAT-31****Business Communications 3 Units**

CSU

*Prerequisite: None**Advisory: CAT-30*

Description: This course is designed to teach the fundamentals of written and oral communications in business by providing specific practical applications. Emphasis will be on written and oral communications, stressing the most common forms of correspondence. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**CAT-50****Keyboarding and Document Processing 3 Units**

CSU

*Prerequisite: None*

Description: Develops motor coordination, memory, thinking, and problem solving skills. Includes mastery of the keyboard on computers and introduction to personal and business typing using word processing software. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

**CAT-51****Intermediate Typewriting/Document Formatting 3 Units**

CSU

*Prerequisite: None**Advisory: Beginning typing skills and CAT-50*

Description: Develops professional typing skills. Includes business letters, manuscripts, reports, and tables. 54 hours lecture and 18 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)

**CAT-53****Keyboarding/Typing Fundamentals 1 Unit***Prerequisite: None*

Description: Develops basic alpha/numeric keyboarding/touch typing skills on an electronic keyboard. Designed primarily for individuals needing basic keyboarding skill to input and retrieve information from a microcomputer. Develops a straight-copy rate of 25 gross words a minute. 18 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

**CAT-54A****Introduction to Flash 3 Units**  
(Same as CIS-54A)

CSU

*Prerequisite: None**Advisory: CAT/CIS-95A or competency in the use of a computer and familiarity with the Internet*

Description: This course provides students with the essential knowledge and skills required to use Flash. This includes instruction on the authoring tools, drawing tools, working with symbols, creating interactive buttons, and streaming sound. 54 hours lecture and 18 hours laboratory. (TBA option)



**CAT-55****Applied Accounting/Bookkeeping** 3 Units  
(Same as ACC-55)*Prerequisite: None*

Description: This is an introductory course for students who are non-accounting majors. The focus is basic bookkeeping and accounting principles for both merchandising and service oriented small business enterprises. Emphasis is on the development of skills to record business transactions for cash and accrual methods, as well as the procedures to prepare financial statements and complete an accounting cycle. Attention is given to special journals, subsidiary ledgers, and payroll and banking procedures. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**CAT-61****Professional Office Procedures** 3 Units*Prerequisite: None**Advisory: CAT-3 and CAT-31 and CAT-51*

Description: Mastering procedures for the office professional through the development of: business communications, team building, business ethics, word processing, data base management, spreadsheets, presentation techniques, and general office skills. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**CAT-62****Records Management** 3 Units*Prerequisite: None**Advisory: Knowledge of database management*

Description: Examines the basic procedures for alphabetic, numerical, geographical, subject, and chronological filing. Introduces records and database management and the management, control and retention thereof, both manually and electronically. 54 hours lecture and 18 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)

**CAT-65****Introduction to Microsoft PowerPoint** 1.50 Units  
(Same as CIS-65)

CSU

*Prerequisite: None*

Description: Introduction to Microsoft PowerPoint presentation graphic program. Creation of overhead transparencies, electronic presentations or formal presentations media. 27 hours lecture and 18 hours of laboratory. (Letter Grade, or Pass/No Pass option.)

**CAT-78A****Introduction to Adobe Photoshop** 3 Units  
(Same as CIS-78A)

CSU

*Prerequisite: None*

Description: Introduction to Adobe Photoshop including mastery of digital image editing, techniques for selecting, photo correction, manipulating images, and vector drawing. This course also provides instruction in retouching images, special effects, working with image color and web page illustrations. 54 hours lecture and 18 hours laboratory. (TBA option)

**CAT-78B****Advanced Adobe Photoshop** 3 Units  
(Same as CIS-78B)

CSU

*Prerequisite: CAT/CIS-78A*

Description: Advanced techniques and methods for using Adobe Photo Shop to produce custom graphic solutions. Focus on real-world projects, workflow foundations, adjusting and optimizing images, and tips and tricks for enhanced image creation. 54 hours lecture and 18 hours laboratory. (TBA Option)(Letter Grade, or Pass/No Pass option.)

**CAT-79****Introduction to Adobe Illustrator** 3 Units  
(Same as CIS-79)

CSU

*Prerequisite: None*

Description: Fundamentals of Adobe Illustrator, including creating objects, drawing paths, designing with type, creating freehand drawing and illustration, importing and working with graphics. Development of a working knowledge of the processes that generate graphic images: layering, shadowing, and color use. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

**CAT-80****Word Processing: Microsoft Word for Windows** 3 Units  
(Same as CIS-80)

CSU

*Prerequisite: None**Advisory: Typing knowledge/skills with at least 40 wpm*

Description: This course provides introductory, intermediate, and advanced skill levels necessary to produce a variety of professional documents using Microsoft Word word processing program. Students will develop skills in word processing techniques and tasks. 54 hours lecture and 18 hours laboratory. (TBA Option)

**CAT-81****Introduction to Desktop Publishing using Adobe InDesign** 3 Units  
(Same as CIS-81)

CSU

*Prerequisite: None*

Description: Page design and layout techniques using Adobe InDesign. Mastery of beginning and intermediate techniques of document creation, including design skills. Successful incorporation of drawing and bit mapped files to create professional printed media. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

**CAT-93****Computers for Beginners** 3 Units  
(Same as CIS-93)

CSU

*Prerequisite: None*

Description: This course is designed as a practical step-by-step introduction to computer literacy topics including computer hardware and software, application skills, the Internet and Internet searching, Web page creation and computer ethics. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

**CAT-98A****Introduction to Excel** 1.50 Units  
(Same as CIS-98A)*Prerequisite: None.*

Description: Introductory spreadsheet development using Microsoft Excel for business and scientific related applications. The course covers introductory through intermediate spreadsheet development. 27 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)



**CAT-200****Computer Applications and Office Technology****Work Experience****1-4 Units**

CSU\*

*Prerequisite: None**Advisory: Students should have paid or voluntary employment*

Description: This course is designed to coordinate the student's occupational on-the-job training with related instruction in work-related skills. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. Students enrolling in WKX-200 are administratively moved to the appropriate general or occupational work experience course after the first class meeting based upon several factors, including the number of hours worked during the semester, occupational program requirements, and type of work in which the student is engaged. 18 hours orientation and 60 hours of volunteer work experience (maximum of 240 hours) or 75 hours of paid work experience (maximum of 300 hours) are required for each enrolled unit. (Letter grade or Pass/No Pass)

## COMPUTER INFORMATION SYSTEMS

**CIS-1A****Introduction to Computer Information Systems****3 Units**

(C-ID: ITIS 120)

UC, CSU

*Prerequisite: None.*

Description: Examination of information systems and their role in business. Focus on information systems, database management systems, networking, e-commerce, ethics and security, computer systems hardware and software components. Application of these concepts and methods through hands-on projects developing computer-based solutions to business problems. Utilizing a systems approach students will use databases, spreadsheets, word processors, presentation graphics, and the Internet to solve business problems and communicate solutions. 54 hours lecture and 18 hours laboratory. (TBA option)

**CIS-1B****Advanced Concepts in Computer Information Systems****3 Units**

CSU

*Prerequisite: CIS-1A*

Description: Advanced computer applications. Advanced concepts and skills of word processing, spreadsheets, presentation graphics, the Internet and databases with an emphasis on multitasking, integrating applications, linking, and embedding are covered. 54 hours lecture and 18 hours laboratory. (TBA option)

**CIS-2****Fundamentals of Systems Analysis****3 Units**

(Same as CSC-2)

CSU

*Prerequisite: None*

Description: The course presents a systematic methodology for analyzing a business problem or opportunity, determining what role, if any, computer-based technologies can play in addressing the business need, articulating business requirements for the technology solution, specifying alternative approaches to acquiring the technology capabilities needed to address the business requirements, and specifying the requirements for the information systems solution in particular, in-house development, development from third-party providers, or purchased commercial-off-the-shelf packages. 54 hours lecture and 18 hours laboratory.(TBA option) (Letter Grade, or Pass/No Pass option.)

**CIS-3****Computer Applications for Business****3 Units**

(Same as BUS/CAT-3)

CSU

*Prerequisite: None.*

Description: This course introduces a suite of computer applications used in business and office professions. Individuals who are already established in these professions may also benefit from skills emphasized which include: use of basic operating system functions, file management, word processing, spreadsheets, database management, and presentation graphics. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

**CIS-4****Practical Computer Security****3 Units**

CSU

*Prerequisite: None.*

Description: Introductory course in computer security. Provides awareness for computer users to protect user accounts and computer systems from attacks. Projects illustrate the security software and hardware configuration. 54 hours lecture and 18 hours laboratory.

**CIS-5****Programming Concepts and Methodology I: C++****4 Units**

(Same as CSC-5)

(C-ID: COMP 122)

UC, CSU

*Prerequisite: None**Advisory: CIS-1A*

Description: Introduction to the discipline of computer science incorporating problem definitions, algorithm development, and structured programming logic for business, scientific and mathematical applications. The C++ language will be used for programming problems. 54 hours lecture and 54 hours laboratory.

**CIS-7****Discrete Structures****3 Units**

(Same as CSC-7)

(C-ID: COMP 152)

UC, CSU

*Prerequisite: CIS/CSC-5*

Description: This course is an introduction to the discrete structures used in Computer Science with an emphasis on their applications. Topics covered include: Functions, Relations and Set; Basic Logic; Proof Techniques; Basics of Counting; Graphs and Trees; and Discrete Probability. 54 hours lecture and 18 hours laboratory(TBA option).

**CIS-11****Computer Architecture and Organization: Assembly****3 Units**

(Same as CSC-11)

(C-ID: COMP142)

UC, CSU

*Prerequisite: None**Advisory: CIS/CSC-5*

Description: An introduction to microprocessor architecture and assembly language programming. The relationship between hardware and software will be examined in order to understand the interaction between a program and the total system. Mapping of statements and constructs in a high-level language onto sequences of machine instructions is studied as well as the internal representation of simple data types and structures. Numerical computation is performed, noting the various data representation errors and potential procedural errors. 54 hours lecture and 18 hours laboratory.(TBA option)

**CIS-12****PHP Dynamic Web Site Programming  
(Same as CSC-12)****3 Units**

CSU

*Prerequisite: None**Advisory: CIS/CSC-5 and CIS-14A and CIS/CSC-72A*

Description: Dynamic web site programming using PHP. Fundamentals of server-side web programming. Introduction to database-driven web sites, using PHP to access a database such as MySQL. Web applications such as user registration, content management, and e-commerce. This course is intended for students already familiar with the fundamentals of programming and HTML. 54 hours lecture and 18 hours laboratory. (TBA Lab)(Letter Grade, or Pass/No Pass option.)

**CIS-14A****Web Programming: JavaScript  
(Same as CSC-14A)****3 Units**

CSU

*Prerequisite: None**Advisory: Previous programming experience and knowledge of HTML, CSC/CIS-5 and CIS-72A*

Description: Fundamentals of JavaScript programming for the world wide web for students already familiar with the fundamentals of programming and HTML. Language features will include control structures, functions, arrays, JavaScript objects, browser objects and events. Web applications will include image rollovers, user interactivity, manipulating browser windows, form validation and processing, cookies, creating dynamic content, and Dynamic HTML programming. 54 hours lecture and 18 hours laboratory. (TBA Option) (Letter Grade, or Pass/No Pass option.)

**CIS-14B****Web Programming: Active Server Pages****3 Units**

CSU

*Prerequisite: None**Advisory: CIS/CSC-5 and CIS-72A*

Description: Fundamentals of server-side Web programming using Active Server Pages (ASP) for students already familiar with the fundamentals of programming and HTML. Language features will include control structures, functions, arrays, collections, objects, and events. Focus on server-side programming to generate dynamic web content and database access. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**CIS-17A****Programming Concepts and Methodology II: C++  
(Same as CSC-17A)****3 Units**

(C-ID: COMP 152)

UC, CSU

*Prerequisite: CIS/CSC-5*

Description: The application of software engineering techniques to the design and development of large programs; data abstraction, structures, and associated algorithms. A comprehensive study of the syntax and semantics of the C++ language and the methodology of Object-Oriented program development. 54 hours lecture and 18 hours laboratory. (TBA option)

**CIS-17B****C++ Programming: Advanced Objects  
(Same as CSC-17B)****3 Units**

UC, CSU

*Prerequisite: None**Advisory: CIS/CSC-17A*

Description: This is an advanced C++ programming course for students familiar with object-oriented programming and utilization of basic graphical interface techniques. An emphasis will be placed on advanced concepts associated with complex business and gaming applications that utilize exception handling, multithreading, multimedia, and database connectivity. 54 hours lecture and 18 hours laboratory. (Letter Grade, or Pass/No Pass option.)

**CIS-17C****C++ Programming: Data Structures  
(Same As CSC-17C)****3 Units**

UC, CSU

*Prerequisite: None**Advisory: CIS/CSC-17A*

Description: This course offers a thorough presentation of the essential principles and practices of data structures using the C++ programming language. The course emphasizes abstract data types, software engineering principles, lists, stacks, queues, trees, graphs, and the comparative analysis of algorithms. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

**CIS-18A****Java Programming: Objects  
(Same as CSC-18A)****3 Units**

UC, CSU

*Prerequisite: None**Advisory: CIS/CSC-5*

Description: An introduction to Java programming for students already experienced in the fundamentals of programming. An emphasis will be placed upon object-oriented programming. Other topics include graphical interface design and typical swing GUI components. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

**CIS-18B****Java Programming: Advanced Objects  
(Same as CSC-18B)****3 Units**

UC, CSU

*Prerequisite: None**Advisory: CIS/CSC-18A*

Description: This is an advanced Java programming course for students familiar with object-oriented programming and utilization of basic graphical interface techniques. An emphasis will be placed on advanced concepts associated with Business, E-Commerce and Gaming applications that utilize exception handling, multithreading, multimedia, and database connectivity. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

**CIS-18C****Java Programming: Data Structures  
(Same as CSC-18C)****3 Units**

UC, CSU

*Prerequisite: None**Advisory: CIS/CSC-18A*

Description: This course is designed to be an advanced Java programming course for students familiar with object-oriented programming and database concepts. The major emphasis will be related to concepts of storing and retrieving data efficiently, which are the essential principles, and practices of data structures. 54 hours lecture and 18 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)

**CIS-20****Systems Analysis and Design  
(Same as CSC-20)****3 Units**

CSU

*Prerequisite: CIS-2**Advisory: Students should have a working knowledge of MS Access*

Description: Structured design techniques for the development and implementation of computerized business applications. Course includes project planning, analysis of current system, design of a new system, implementation, consideration of data base design and development; file organization, and modular programming techniques. 54 hours lecture and 18 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)

**CIS-21****Introduction to Operating Systems  
(Same as CSC-21)****3 Units**

CSU

*Prerequisite: CIS-1A*

Description: An introduction to operating system concepts, structure, functions, performance, and management is covered. A current operating system, such as Windows, Linux, or UNIX is used as a case study. File multi-processing, system security, device management, network operating systems, and utilities are introduced. 54 hours lecture and 18 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)

**CIS-35****Introduction to Simulation and Game Development****3 Units**

CSU

*Prerequisite: None*

Description: An introduction to the field of simulation and computer gaming. Course provides an introductory look at the fundamentals of simulation and computer games used in various industries'entertainment, military, finance, medical, education, and law enforcement. Topics include licensing and franchising, marketing, business development, game design, storytelling, and development life cycle. 54 hours lecture and 18 hours laboratory. (TBA option)

**CIS-36****Introduction to Computer Game Design****3 Units**

CSU

*Prerequisite: None.*

Description: An introduction to the fundamental techniques, concepts, and vocabulary of computer game design. Students will explore analog game design principles and apply modern game design and development methodologies and principles to create their own electronic games. Topics include game genres, design documents, and game design principles such as level design, gameplay, balancing and user interface design. 54 hours lecture and 18 hours laboratory.

**CIS-37****Beginning Level Design/Computer Games  
(Same as GAM-37)****3 Units**

CSU

*Prerequisite: None*

Description: An introduction to the fundamental techniques, concepts, and vocabulary of computer game level design. Students will create environments, place objects in those environments, and control those objects via a scripting language. Topics include frame rate, game flow and pacing. Students will create 3D computer games using a game engine such as Unreal. No previous computer programming experience is required. 54 hours lecture and 18 hours laboratory.

**CIS-38A****Simulation and Gaming/3D Modeling for Real-Time Interactive Simulations****4 Units****(Same as GAM-38A)**

CSU

*Prerequisite: None*

Description: Create computationally efficient 3D digital models of both living and inanimate objects and then implement them in a real-time interactive simulation or video game. Topics include model construction using tri meshes and splines, applying basic surface detailing, understanding how model design effects computing performance, importing vertex and edge vectors into a game engine, and applying basic user and game world interactivity to one or more rigid bodies. 54 hours lecture and 54 hours laboratory.

**CIS-38B****Simulation and Gaming/3D Animation for Real-Time Interactive Simulations****4 Units****(Same as GAM-38B)**

CSU

*Prerequisite: CIS-38A*

Description: Animate both living and inanimate objects created with a 3D modeling program and then implement them in a real-time interactive simulation or video game. Topics include linear and non-linear attribute interpolation, path, forward and reverse kinematics animation. Additional topics include understanding how animation parameters affect computing performance, importing vertex and edge vectors into a game engine, and applying basic user and game world interactivity to a rigid body. 54 hours lecture and 54 hours laboratory.

**CIS-38C****Simulation and Gaming/3D Dynamics and Rendering for Real-Time Interactive Simulations****4 Units**

CSU

*Prerequisite: CIS-38B or GAM-38B*

Description: Create dramatic cinematic sequences based on 3D animations of both living and inanimate objects. Topics include combining animated models with simulations of real world dynamics such as wind, water, fire, smoke, and gravity. Short animated sequences will be modeled, animated, and then rendered into frames. Hardware and software rendered frames will then be composited and added to a game engine. 54 hours lecture and 54 hours laboratory.

**CIS-39****Current Techniques in Game Art  
(Same as GAM-39)****4 Units**

CSU

*Prerequisite: None*

*Advisory: Ability to manipulate graphics including layers and textures with PhotoShop or concurrent enrollment in, CAT/CIS-78A or ADM-71A*

Description: Introduction to the fundamental techniques, concepts, and vocabulary of advanced sculpting for Game Art, Animation, Concept Art, and Digital Illustration. Students will modify 3D models, and create textured compositions as applied to video games, animation and concept art. 54 hours lecture and 54 hours laboratory.

- CIS-54A**  
**Introduction to Flash** 3 Units  
 (Same as CAT-54A)  
 CSU  
*Prerequisite: None*  
*Advisory: CAT/CIS-95A or competency in the use of a computer and familiarity with the Internet.*  
 Description: This course provides students with the essential knowledge and skills required to use Flash. This includes instruction on the authoring tools, drawing tools, working with symbols, creating interactive buttons, and streaming sound. 54 hours lecture and 18 hours laboratory. (TBA option)
- CIS-56A**  
**Designing Web Graphics** 3 Units  
 CSU  
*Prerequisite: None*  
*Advisory: Competency in the use of a computer and familiarity with the Internet recommended, such as CAT/CIS-95A*  
 Description: This course provides students with the knowledge and skills required to create, modify and prepare visual elements for placement within web pages. Focus on the understanding of file compression, color palettes, visual design and layout principles. The course uses Adobe Photoshop. 54 hours lecture and 18 hours laboratory. (TBA option)
- CIS-61**  
**Introduction to Database Theory** 3 Units  
 (Same as CSC-61)  
 CSU  
*Prerequisite: None.*  
*Advisory: CIS-3 and CAT-30 or CAT-30A*  
 Description: An introduction to the core concepts in data and information management. It is centered around the core skills of identifying organizational information requirements, modeling them using conceptual data modeling techniques, converting the conceptual data models into relational data models and verifying its structural characteristics with normalization techniques, and implementing and utilizing a relational database using an industrial-strength database management system. The course will also include coverage of basic database administration tasks and key concepts of data quality and data security. In addition to developing database applications, the course helps the students understand how large-scale packaged systems are highly dependent on the use of Database Management Systems (DBMSs). Building on the transactional database understanding, the course provides an introduction to data and information management technologies that provide decision support capabilities under the broad business intelligence umbrella. 54 hours of lecture and 18 hours laboratory. (TBA Option)
- CIS-65**  
**Introduction to Microsoft Powerpoint** 1.50 Units  
 (Same as CAT-65)  
 CSU  
*Prerequisite: None*  
 Description: Introduction to Microsoft PowerPoint to plan, create, enhance, deliver, and share electronic presentations. Content includes inserting text, graphics, animations, videos, tables, charts, and integrating PowerPoint with other programs. 27 hours lecture and 18 hours of laboratory. (Same as CAT 65) (Letter Grade, or Pass/No Pass option.)
- CIS-72A**  
**Introduction to Web Page Creation** 1.50 Units  
 CSU  
*Prerequisite: None*  
*Advisory: CIS-95A or competency in the use of a computer, familiarity with the Internet.*  
 Description: An introduction to Web page creation using Extensible Hypertext Markup Language (XHTML). Use XHTML and CSS to design and create Web pages with formatted text, hyperlinks, lists, images, tables, frames, and forms. 27 hours lecture and 18 hours laboratory. (Letter Grade, or Pass/No Pass option.)(TBA option)
- CIS-72B**  
**Intermediate Web Page Creation Using Cascading Style Sheets (CSS)** 1.50 Units  
 CSU  
*Prerequisite: None*  
*Advisory: Knowledge of HTML and the Internet and CIS-72A and CIS-95A*  
 Description: Intermediate Web page creation using cascading style sheets (CSS) to format and lay out web page content. CSS works with HTML, so HTML knowledge is recommended. Inline styles, embedded styles, and external style sheets are covered. CSS is used to format text, links, set fonts, colors, margins, and position text and graphics on a page. CSS is also a component of Dynamic HTML. 27 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)
- CIS-76A**  
**Introduction to Microsoft Expression Web** 3 Units  
 CSU  
*Prerequisite: None*  
*Advisory: CIS-95A and competency in the use of the Internet and in managing files and folders*  
 Description: This course provides students with the knowledge and skills required to quickly design and implement webpages and to administer and update existing websites using Microsoft Expression Web. The course uses Microsoft Expression Web to streamline and automate website management on a web site. 54 hours lecture and 18 hours laboratory. (TBA option)
- CIS-76B**  
**Introduction to Dreamweaver** 3 Units  
 CSU  
*Prerequisite: None*  
*Advisory: CIS-95A*  
 Description: Provides students with the knowledge and skills required to quickly design and implement webpages and to administer and update existing websites using Dreamweaver. The course uses Dreamweaver to streamline and automate website management on a website. 54 hours lecture and 18 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)
- CIS-78A**  
**Introduction to Adobe Photoshop** 3 Units  
 (Same as CAT-78A)  
 CSU  
*Prerequisite: None*  
 Description: Introduction to Adobe Photoshop including mastery of digital image editing, techniques for selecting, photo correction, manipulating images, and vector drawing. This course also provides instruction in retouching images, special effects, working with image color and web page illustrations. 54 hours lecture and 18 hours laboratory. (TBA option)



**CIS-78B****Advanced Adobe Photoshop  
(Same as CAT-78B)****3 Units**

CSU

*Prerequisite: CIS-78A or CAT-78B*

Description: Advanced techniques and methods for using Adobe PhotoShop to produce custom graphic solutions. Focus on real-world projects, workflow foundations, adjusting and optimizing images, and tips and tricks for enhanced image creation. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

**CIS-79****Introduction to Adobe Illustrator  
(Same as CAT-79)****3 Units**

CSU

*Prerequisite: None*

Description: Fundamentals of Adobe Illustrator, including creating objects, drawing paths, designing with type, creating freehand drawing and illustration, importing and working with graphics. Development of a working knowledge of the processes that generate graphic images: layering, shadowing, and color use. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

**CIS-80****Word Processing: Microsoft Word for Windows  
(Same as CAT-80)****3 Units**

CSU

*Prerequisite: None**Advisory: Typing knowledge/skills with at least 40 wpm*

Description: This course is designed to provide introductory, intermediate, and advanced skill levels necessary to produce a variety of professional documents using Microsoft Word word processing program. Students will develop skills in word processing techniques and tasks. 54 hours lecture and 18 hours laboratory.

**CIS-81****Introduction to Desktop Publishing using  
Adobe InDesign  
(Same as CAT-81)****3 Units**

CSU

*Prerequisite: None*

Description: Page design and layout techniques using Adobe InDesign. Mastery of beginning and intermediate techniques of document creation, including design skills. Successful incorporation of drawing and bit mapped files to create professional printed media. 54 hours lecture and 18 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)

**CIS-90****Microsoft Outlook  
(Same as CAT-90)****3 Units**

CSU

*Prerequisite: None.*

Description: This course utilizes Microsoft Outlook to organize and plan personal and business information. Emphasis is placed on the use of Outlook for communication and sharing information with persons within a company or small business. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

**CIS-93****Computers for Beginners  
(Same as CAT-93)****3 Units**

CSU

*Prerequisite: None*

Description: This course is designed as a practical step-by-step introduction to computer literacy topics including computer hardware and software, application skills, the Internet and Internet searching, Web page creation and computer ethics. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

**CIS-95A****Introduction to the Internet  
(Same as CAT-95A)****1.50 Units**

CSU

*Prerequisite: None*

Description: Skill development in the concepts of the Internet on microcomputer-based systems. This course is designed as a practical step-by-step introduction to working with the Internet using personal computers. 27 hours lecture.

**CIS-98A****Introduction to Excel  
(Same as CAT-98A)****1.50 Units**

CSU

*Prerequisite: None.*

Description: Introductory spreadsheet development using Microsoft Excel for business and scientific related applications. The course covers introductory through intermediate spreadsheet development. 27 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

**CIS-200****Computer Information Systems Work Experience  
CSU\*****1-4 Units***Prerequisite: None**Advisory: Students should have paid or voluntary employment*

Description: This course is designed to coordinate the student's occupational on-the-job training with related instruction in work-related skills. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. Students enrolling in WKX-200 are administratively moved to the appropriate general or occupational work experience course after the first class meeting based upon several factors, including the number of hours worked during the semester, occupational program requirements, and type of work in which the student is engaged. 18 hours orientation and 60 hours of volunteer work experience (maximum of 240 hours) or 75 hours of paid work experience (maximum of 300 hours) are required for each enrolled unit. (Letter grade or Pass/No Pass)

---

**DANCE**

---

**DAN-6****Dance Appreciation  
UC, CSU****3 Units***Prerequisite: None*

Description: A nontechnical course for the general student leading to the appreciation and understanding of dance as a medium of communication, entertainment, and as an art form. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)



<b>DAN-D19</b> <b>Conditioning for Dance</b> UC, CSU <i>Prerequisite: None</i> Description: Students will develop their strength, flexibility, endurance, movement memory, balance and coordination to prepare for other dance classes or athletic activity. The course is designed to introduce basic movement skills from dance and exercise for body conditioning. 54 hours laboratory.	<b>1 Unit</b>
<b>DAN-D20</b> <b>Introduction to Social Dance</b> UC, CSU <i>Prerequisite: None</i> Description: This course is designed to introduce students to social dance technique. Styles to be studied will include Waltz, Cha cha, Fox trot, or Swing. 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)	<b>1 Unit</b>
<b>DAN-D21</b> <b>Ballet, Beginning</b> UC, CSU <i>Prerequisite: None.</i> Description: This class will provide an opportunity to learn, practice and apply beginning level ballet skills and vocabulary. This class will introduce historical and cultural context of ballet. May be taken a total of four times. 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)	<b>1 Unit</b>
<b>DAN-D30</b> <b>Social Dance Styles</b> UC, CSU <i>Prerequisite: None</i> Description: This course is designed to provide students with a concentrated focus on a particular social dance style to be chosen from among Tango, Lindy Hop, Salsa, or Night Club Two-Step. 54 hours laboratory.	<b>1 Unit</b>
<b>DAN-D31</b> <b>Hip-Hop Dance, Beginning</b> UC, CSU <i>Prerequisite: None</i> Description: Learn, practice and apply beginning hip-hop dance skills and vocabulary. Introduction to the historical and cultural context of hip-hop culture. 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)	<b>1 Unit</b>
<b>DAN-D32</b> <b>Jazz, Beginning</b> UC, CSU <i>Prerequisite: None</i> Description: Learn, practice and apply fundamental jazz dance skills and vocabulary. Introduction to the historical and cultural context of jazz dance. 54 hours laboratory. (Letter Grade or Pass/No Pass option)	<b>1 Unit</b>
<b>DAN-D37</b> <b>Modern Dance, Beginning</b> UC, CSU <i>Prerequisite: None.</i> Description: Learn, practice and apply fundamental modern dance skills and vocabulary. Introduction to the historical and cultural context of modern dance. May be taken a total of four times. 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)	<b>1 Unit</b>

<b>DAN-D43</b> <b>Tap, Beginning</b> UC, CSU <i>Prerequisite: None</i> Description: Learn, practice and apply fundamental tap dance skills and vocabulary. Introduction to the historical and cultural context of tap dance. 54 hours laboratory.	<b>1 Unit</b>
---	---------------

<b>DAN-D44</b> <b>Tap, Intermediate</b> UC, CSU <i>Prerequisite: None</i> <i>Limitation on enrollment: Audition on or before the first class meeting</i> Description: Learn, practice and apply basic tap dance skills learned in beginning tap to more complex movement phrases and vocabulary characteristic of intermediate level technique. Tap dance improvisation will be introduced. Continued study of historical and cultural context of tap dance as introduced in beginning tap. 54 hours laboratory.	<b>1 Unit</b>
---	---------------

<b>DAN-D46</b> <b>Pilates Mat Work</b> UC*, CSU <i>Prerequisite: None.</i> Description: This class is structured on the total body floor mat exercises developed by Joseph H. Pilates. Exercises include stretching and strengthening, in a non-impact system of floor work that emphasizes improving alignment, body awareness and control. 54 hours laboratory. ( Letter Grade, or Pass/No Pass option.)	<b>1 Unit</b>
--	---------------

## DENTAL ASSISTANT

1. RCCD application on file and eligibility to attend RCCD.
2. A qualifying first time score on RCCD's "Ability to Benefit" test.
3. High School Diploma, equivalent or post secondary degree
4. Valid CPR certification (BLS Healthcare Provider)
5. Verification of receiving the required vaccinations, TB testing and medical examination Meeting minimum requirements does not guarantee admission into the program

**Selection Process: The following priority given to those candidates meeting the minimum requirements:**

**First Priority Selection:**

Students meeting all eligibility requirements and residing within the District. Applications will be assigned a number and all numbers will be randomly selected. Once the maximum number of students is selected, the other applications will be assigned to a waiting list according to the order they are selected. This waiting list is valid for that year only.

**Second Priority Selection:**

Students meeting all eligibility requirements but not residing within the District. This category will be used only if there are not enough applicants to fill the program needs from the first priority selection category. The number of students selected from the second priority selection pool of applicants will depend on the number of applicants needed to fill the program.

**DEA-10****Introduction to Dental Assisting and Chairside Assisting** 4.50 Units

*Prerequisite:* ENG-50 or ENG-80 or qualifying placement level

*Limitation on enrollment:* Enrollment in the Dental Assistant Program

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Assistant Program. The course introduces the student to the practice and history of dentistry including dental specialties, legal responsibilities and roles of the dental auxiliary, ethical decision making, dental terminology, dental charting, dental equipment, instrument identification, patient communication skills, and the provision of oral hygiene instructions. 54 hours lecture and 81 hours laboratory.

**DEA-20****Infection Control for Dental Assistants** 2 Units

*Prerequisite:* None

*Limitation on enrollment:* Enrollment in the Dental Assistant Program

*Corequisite:* DEA-10 and DEA-21

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Assistant Program. The course introduces the student to Center of Disease Control (CDC) and Occupational Safety and Health Administration (OSHA) infection control standards and protocols, general safety protocols, general description of microorganisms, concepts of disease spread and its prevention, and how to manage hazardous chemicals used in dentistry. 36 hours lecture and 10 hours laboratory.

**DEA-21****Introduction to Radiology for Dental Assistants** 2.50 Units

*Prerequisite:* None

*Limitation on enrollment:* Enrollment in the Dental Assistant Program

*Corequisite:* DEA-10 and DEA-20

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Assistant Program. This course includes the production, characteristics, and biological effects of radiation, the function, components and operation of the x-ray unit; radiation protection and monitoring; chemistry and techniques associated with x-ray film development. Introduction to anatomical landmarks, intraoral long-cone radiographic techniques for exposing bitewing, periapical and occlusal films are taught in this course. 27 hours lecture and 54 hours laboratory. (TBA Option)

**DEA-22****Introduction to Supervised Externships** 1.50 Units

*Prerequisite:* DEA-10

*Limitation on enrollment:* Enrollment in the Dental Assistant Program

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Assistant Program. The course introduces the student supervised clinical experience in chairside dental assisting. The students will be assigned to the MVC Dental Hygiene Clinic and local general practices. 9 hours lecture and 70 hours laboratory.

**DEA-23****Introduction to Dental Sciences** 3 Units

*Prerequisite:* None

*Limitation on enrollment:* Enrollment in the Dental Assistant Program

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Assistant Program. The course is an overview of embryologic development of structures of the head and neck, teeth, and oral cavity; histology of the hard and soft tissues of the oral cavity; the developmental and structural defects involving the oral cavity and teeth; introduction to diseases of the oral cavity including periodontal disease and caries; and general pathology found in the head and neck region. 54 hours lecture.

**DEA-24****Dental Materials for the Dental Assistant** 2 Units

*Prerequisite:* None

*Limitation on enrollment:* Enrollment in the Dental Assistant Program

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Assistant Program. The course includes the manipulation of dental materials commonly prepared and used by the dental assistant including temporary dressings, impression materials, cement bases and liners, topical agents, composites, resins, and amalgam. 18 hours lecture and 64 hours laboratory.

**DEA-30****Intermediate Chairside Dental Assisting** 2 Units

*Prerequisite:* DEA-20 and DEA-23 and DEA-24

*Limitation on enrollment:* Enrollment in the Dental Assistant Program

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Assistant Program. The course covers clinical chairside dental assisting duties of the fabrication and cementation of a temporary crown, fabrication and delivery of bleaching splint, fabrication of a sports mouthguard, armamentarium and procedure for the placement of pit and fissure sealants. 18 hours lecture and 54 hours laboratory.

**DEA-31****Radiology for Dental Assistants** 1 Unit

*Prerequisite:* DEA-10 and DEA-20 and DEA-21

*Limitation on enrollment:* Enrollment in the Dental Assistant Program

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Assistant Program. This course includes the evaluation of the quality of a radiographic film, recognition of anomalies, specialized techniques for the pedodontic, endodontic and edentulous patient, principles of panoramic and cephalometric films, and digital radiography. 9 hours lecture and 36 hours laboratory.

**DEA-32****Intermediate Supervised Externships** 1 Unit

*Prerequisite:* DEA-10 and DEA-20 and DEA-22 and DEA-24 and DEA-23

*Limitation on enrollment:* Enrollment in the Dental Assistant Program

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Assistant Program. The course provides the student with supervised clinical experience in chairside dental assisting. The student will be assigned to local general practices where they will assist dentist with basic dental procedures. 9 hours lecture and 32 laboratory hours. (TBA option)

**DEA-40A****Advanced Chairside Surgical Dental Assistant** 3.50 Units

*Prerequisite:* DEA-30 and DEA-32, (A minimum of two years experience in a dental surgery practice or a valid Registered Dental Assistant license from the State of California are also accepted for this prerequisite.)

*Limitation on enrollment:* Enrollment in the Dental Assistant Program or valid California Registered Dental Assistant license

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Assistant Program. This course provides specialized knowledge and skills to perform chairside dental assisting in an Oral and Maxillofacial Surgical and Periodontal practice. The course includes didactic, laboratory and clinical instruction on dental sciences, pharmacology, dental materials, infection control, emergency management, treatment planning, pain and anxiety management, oral and maxillofacial pathology, specific nerve anatomy and physiology of the cardiovascular and respiratory system, and medically compromised patients as they relate to the surgery patient. 40 hours lecture and 81 hours laboratory. (TBA option)

**DEA-40B****Advanced Chairside Orthodontic Dental Assistant 3 Units***Prerequisite: DEA-30**Limitation on enrollment: Enrollment in the Dental Assistant Program*

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Assistant Program. This course provides specialized knowledge and skills to perform chairside dental assisting in an orthodontic practice. The course includes didactic, laboratory and clinical instruction on dental sciences, pharmacology, dental materials, legal and ethical considerations, infection control, emergency management, and treatment planning as they relate to the orthodontic patient. 18 hours lecture and 108 hours laboratory. (TBA option)

**DEA-40C****Advanced Chairside Restorative Dental Assistant 5 Units***Prerequisite: DEA-30 and DEA-32**Limitation on enrollment: Enrollment in the Dental Assistant Program*

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Assistant Program. This course provides specialized knowledge and skills to perform advanced chairside dental assisting procedures in a general or prosthodontic practice. The course includes didactic, laboratory and clinical instruction on dental sciences, dental materials and procedures, treatment planning, legal and ethical considerations, as they relate to the restorative patient. 36 hours lecture and 162 hours laboratory. (TBA option)

**DEA-41****Dental Office Procedures 1.50 Units***Prerequisite: None*

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Assistant Program. This course is an introduction to purchasing, inventory and cost control; banking and payroll procedures; billing and insurance procedures; collection of accounts; treatment plan and case presentations; and scheduling of patients, while preparing the student with interview skills as well as resume writing. Additionally, the course will prepare the student to deal with law and ethics pertaining to the dental assistant working in the field. 18 hours lecture and 36 hours computer laboratory. (TBA option)

---

## DENTAL HYGIENE

---

**DEH-10A****Pre-Clinical Dental Hygiene #1 2.50 Units**

CSU

*Prerequisite: AMY-2A or BIO-50A, AMY-2B or BIO-50B, COM-1 or COM-1H, ENG-1A or ENG-1AH, MIC-1 or BIO-55**Limitation on enrollment: Enrollment in the Dental Hygiene Program**Corequisite: DEH-11, DEH-12A, DEH-12B, DEH-13, DEH-14, DEH-15, DEH-16 and DEH-17*

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene Program. The students are exposed to the continuation of pre-clinical experiences. This course is a laboratory course designed to orient the student to the role of the dental hygienist and develop basic skills and techniques required to perform dental hygiene services. Requires evaluation of clinical performance through demonstration of skill acquisition and level of competency. Students will work on typodonts and classmates. Student will be required to do observations at specific local dental offices. 144 hours laboratory.

**DEH-10B****Pre-Clinical Dental Hygiene #2 1 Unit**

CSU

*Prerequisite: DEH-10A, DEH-11, DEH-12A, DEH-12B, DEH-13, DEH-14, DEH-15, DEH-16 and DEH-17**Limitation on enrollment: Enrollment in the Dental Hygiene Program**Corequisite: DEH-19*

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. This course is a continuation of DEH 10A and is designed to facilitate the development of clinical skills and techniques required to perform dental hygiene services. Requires evaluation of clinical performance through demonstration of skill acquisition and level of competency. Students will work on typodonts and classmates. 54 hours laboratory.

**DEH-11****Principles of Dental Hygiene 2 Units**

CSU

*Prerequisite: AMY-2A or BIO-50A, AMY-2B or BIO-50B, COM-1 or COM-1H, ENG-1A or ENG-1AH**Limitation on enrollment: Enrollment in the Dental Hygiene Program**Corequisite: DEH-10A, DEH-12A, DEH-12B, DEH-13, DEH-14, DEH-15, DEH-16 and DEH-17*

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. This is an introductory course that will provide the student with the scientific knowledge and theory of the basic principles of dental hygiene techniques and procedures for the clinical aspect of dental hygiene. 36 hours lecture.

**DEH-12A****Principles of Oral Radiology 1 Unit**

CSU

*Prerequisite: AMY-2A or BIO-50A, ENG-1A and MAT-52**Limitation on enrollment: Enrollment in the Dental Hygiene Program**Corequisite: DEH-10A, DEH-11, DEH-12B, DEH-13, DEH-14, DEH-15, DEH-16 and DEH-17*

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. The student will be introduced to the basic principles and techniques of exposing and processing dental radiographs. Emphasis will be placed on the concepts of radiologic imaging, quality assurance, legal aspects, hazardous waste management, radiation health, and basic radiologic imaging interpretation. 18 hours lecture.

**DEH-12B****Oral Radiology Laboratory 1 Unit**

CSU

*Prerequisite: AMY-2A or BIO-50A and MAT-52**Limitation on enrollment: Enrollment in the Dental Hygiene Program**Corequisite: DEH-10A, DEH-11, DEH-13, DEH-14, DEH-15, DEH-16 and DEH-17*

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. This laboratory course is designed to provide the student the avenue to implement knowledge obtained from the lecture course: DEH-12A and 13. Students will experience exposing, processing, mounting, charting, critiquing and interpreting radiographs on manikins and patients. 54 hours laboratory.

**DEH-13****Infection Control in Dentistry****1 Unit**

CSU

*Prerequisite:* CHE-2A, CHE-2B, ENG-1A or ENG-1AH and MIC-1 or BIO-55

*Limitation on enrollment:* Enrollment in the Dental Hygiene Program

*Corequisite:* DEH-10A, DEH-12A, DEH-12B, DEH-14, DEH-15, DEH-16 and DEH-17

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. This course is designed to provide the student with the principles and practical application of universal precaution and other infection control concepts. Occupational Safety and Health Administration (OSHA), Environmental Protection Agency (EPA), Center for Disease Control (CDC), and the Dental Board of California (DBC) standards will be presented and discussed. Procedures and policies learned will be applied in all clinical dental hygiene courses. 18 hours lecture.

**DEH-14****Systems Analysis of Dental Anatomy, Morphology, Histology and Embryology****3 Units**

CSU

*Prerequisite:* AMY-2A or BIO-50A, AMY-2B or BIO-50B

*Limitation on enrollment:* Enrollment in the Dental Hygiene Program

*Corequisite:* DEH-10A, DEH-11, DEH-12A, DEH-12B, DEH-13, DEH-15, DEH-16 and DEH-17

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. This course is a systematic approach to histological structures and embryonic development of oral human tissues, morphological characteristics of teeth with an emphasis on comparative crown and root anatomy and occlusion. Identification of teeth and oral structures, tooth-numbering systems will be included in this course. 49.5 hours lecture and 13.5 hours laboratory.

**DEH-15****Head and Neck Anatomy****2 Units**

CSU

*Prerequisite:* AMY-2A or BIO-50A, AMY-2B or BIO-50B

*Limitation on enrollment:* Enrollment in the Dental Hygiene Program

*Corequisite:* DEH-10A, DEH-11, DEH-12A, DEH-12B, DEH-13, DEH-14, DEH-16 and DEH-17

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. The course emphasizes specialized and interrelated structures of the head and neck, and associated structures surrounding and including the oral cavity. 36 hours lecture.

**DEH-16****Preventive Dentistry****1.50 Units**

CSU

*Prerequisite:* CHE-2A, CHE-2B, COM-1 or COM-1H, ENG-1A or ENG-1AH, KIN-4, MIC-1 or BIO-55, PSY-1 or PSY-1H, SOC-1 or SOC-1H

*Limitation on enrollment:* Enrollment in the Dental Hygiene Program

*Corequisite:* DEH-10A, DEH-11, DEH-12A, DEH-12B, DEH-13, DEH-14, DEH-15 and DEH-17

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene Program. This course provides the fundamentals of preventive dentistry concepts and modalities including the dental assessment, diagnosis, treatment planning, and implementation of clinical preventive procedures. The emphasis is on prevention of dental diseases through effective patient education and motivation. Preventive dental products will be reviewed and analyzed. 27 hours lecture.

**DEH-17****General Pathology****2 Units**

CSU

*Prerequisite:* AMY-2A or BIO-50A, AMY-2B or BIO-50B, MIC-1 or BIO-55

*Limitation on enrollment:* Enrollment in the Dental Hygiene Program

*Corequisite:* DEH-10A, DEH-11, DEH-12A, DEH-12B, DEH-13, DEH-14, DEH-15 and DEH-16

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. The student will learn about the basic pathologic mechanisms in human disease. There will be emphasis on the inflammation and repair, and immunity. Students will also learn about clinical aspects of diseases and disorders that will be encountered in the clinical setting. 36 hours lecture.

**DEH-19****Pain Control****2.50 Units**

CSU

*Prerequisite:* DEH-10A, DEH-11, DEH-12A, DEH-12B, DEH-13,

DEH-14, DEH-15, DEH-16 and DEH-17

*Limitation on enrollment:* Enrollment in the Dental Hygiene Program

*Corequisite:* DEH-10B

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. The student will be introduced to the theory, concepts, techniques, and drugs utilized in dentistry to achieve adequate pain control through local anesthesia and nitrous oxide/oxygen sedation. Students practice local anesthesia injections and administer nitrous oxide/oxygen on classmates. 27 hours lecture and 54 hours laboratory.

**DEH-20A****Clinical Dental Hygiene #1****3 Units**

CSU

*Prerequisite:* None

*Limitation on enrollment:* Enrollment in the Dental Hygiene Program

*Corequisite:* DEH-21, DEH-22, DEH-23, DEH-24, DEH-25, DEH-26, DEH-27 and DEH-28

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. The students are exposed to the continuation of clinical dental hygiene. Students apply knowledge, critical thinking and basic clinical skills acquired in previous completed dental hygiene courses. Emphasis is placed on periodontal maintenance and recall patients with gingivitis and early periodontal disease. Requires evaluation of clinical performance through the demonstration of skill acquisition and clinical competency. 162 hours laboratory. (Pass/No Pass only.)

**DEH-20B****Clinical Dental Hygiene #2****1 Unit**

CSU

*Prerequisite:* DEH-20A, DEH-21, DEH-22, DEH-23, DEH-24, DEH-25, DEH-26, DEH-27 and DEH-28

*Limitation on enrollment (e.g. Performance tryout or audition):* Enrollment in the Dental Hygiene Program

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. The students are exposed to the continuation of clinical dental hygiene. Students apply knowledge, critical thinking and clinical skills acquired in previous completed dental hygiene courses. Emphasis is placed on periodontal maintenance and recall patients with gingivitis and early to moderate periodontal disease. Requires evaluation of clinical performance through the demonstration of skill acquisition and clinical competency. 72 hours laboratory.



<p><b>DEH-21</b> <b>Clinical Seminar #1</b> <span style="float: right;"><b>1 Unit</b></span> CSU <i>Prerequisite: DEH-10B and DEH-19</i> <i>Limitation on enrollment: Enrollment in the Dental Hygiene Program</i> <i>Corequisite: DEH-20A, DEH-22, DEH-23, DEH-24, DEH-25, DEH-26, DEH-27 and DEH-28</i> Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. The students are exposed to the continuation of clinical dental hygiene issues that will be implemented in the clinical setting. This course focuses on clinical issues and experiences of the students. Emphasis will be placed on communication, clinical protocols, chart management, and patient management and assessment issues. The dental hygiene portfolio will be introduced. 18 hours lecture.</p>	<p><b>DEH-25</b> <b>Medical and Dental Emergencies</b> <span style="float: right;"><b>1 Unit</b></span> CSU <i>Prerequisite: DEH-10B and DEH-19DE</i> <i>Limitation on enrollment: Enrollment in the Dental Hygiene Program</i> <i>Corequisite: DEH-20A, DEH-21, DEH-22, DEH-23, DEH-24, DEH-26, DEH-27 and DEH-28</i> Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. This course will introduce the student to planning for the patients medical management, including prevention, anticipation of potential medical emergencies and implementing appropriate treatment. Emphasis is placed on a problem-based approach to management of medical emergencies. 18 hours lecture.</p>
<p><b>DEH-22</b> <b>Oral Radiology Interpretation</b> <span style="float: right;"><b>1 Unit</b></span> CSU <i>Prerequisite: DEH-10B and DEH-19</i> <i>Limitation on enrollment: Enrollment in the Dental Hygiene Program</i> <i>Corequisite: DEH-20A, DEH-21, DEH-23, DEH-24, DEH-25, DEH-26, DEH-27 and DEH-28</i> Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. This course focuses on radiographic interpretation of full mouth series, periapical, and panoramic radiographs. Identification of anatomical landmarks, developmental defects, and lesions affecting the oral structures, carious lesions, periodontal disease and other maxillofacial radiographic pathology will be covered. 18 hours lecture.</p>	<p><b>DEH-26</b> <b>Dental Treatment of Geriatric and Medically Compromised Patients</b> <span style="float: right;"><b>2 Units</b></span> CSU <i>Prerequisite: DEH-10B and DEH-19DE</i> <i>Limitation on enrollment: Enrollment in the Dental Hygiene Program</i> <i>Corequisite: DEH-20A, DEH-21, DEH-22, DEH-23, DEH-24, DEH-25, DEH-27 and DEH-28</i> Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. This course is designed to introduce the student to the special needs of the geriatric and medically compromised patients. Emphasis will be placed on the value of a thorough evaluation and risk assessment of patients, and determining the need for supplemental laboratory test and medical consultations. 36 hours lecture.</p>
<p><b>DEH-23</b> <b>Introduction to Periodontology</b> <span style="float: right;"><b>2 Units</b></span> CSU <i>Prerequisite: DEH-10B and DEH-19DE</i> <i>Limitation on enrollment: Enrollment in the Dental Hygiene Program</i> <i>Corequisite: DEH-20A, DEH-21, DEH-22, DEH-24, DEH-25, DEH-26, DEH-27 and DEH-28</i> Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. The student will be introduced to a continuation of the study of Periodontics. This course is an introduction of the basic concepts of Periodontics. Emphasis will be placed on the periodontium and the etiology, diagnosis, treatment planning, and prevention of periodontal disease. 36 hours lecture.</p>	<p><b>DEH-27</b> <b>Oral Pathology</b> <span style="float: right;"><b>2.50 Units</b></span> CSU <i>Prerequisite: DEH-10B and DEH-19</i> <i>Limitation on enrollment: Enrollment in the Dental Hygiene Program</i> <i>Corequisite: DEH-20A, DEH-21, DEH-22, DEH-23, DEH-24, DEH-25, DEH-26 and DEH-28</i> Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. This course provides the student with an introduction to pathologic conditions that directly or indirectly affect the oral cavity and adjacent structures. Students will learn a spectrum of signs and symptoms accompanied by clinical slides to learn how to correctly make a differential diagnosis. 45 hours lecture.</p>
<p><b>DEH-24</b> <b>Ethics</b> <span style="float: right;"><b>1 Unit</b></span> CSU <i>Prerequisite: DEH-10B and DEH-19DE</i> <i>Limitation on enrollment: Enrollment in the Dental Hygiene Program</i> <i>Corequisite: DEH-20A, DEH-21, DEH-22, DEH-23, DEH-25, DEH-26, DEH-27 and DEH-28</i> Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. This course is designed to introduce the student to ethics and professionalism as it relates to the profession of dental hygiene. Emphasis will be placed on the challenges of providing ethical care in the clinical setting. 18 hours lecture.</p>	<p><b>DEH-28</b> <b>Basic and Applied Pharmacology</b> <span style="float: right;"><b>2 Units</b></span> CSU <i>Prerequisite: DEH-10B and DEH-19</i> <i>Limitation on enrollment: Enrollment in the Dental Hygiene Program</i> <i>Corequisite: DEH-20A, DEH-21, DEH-22, DEH-23, DEH-24, DEH-25, DEH-26 and DEH-27</i> Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. The course introduces the student to the basic principles of pharmacology. Emphasis is on the use, actions, and clinical implications/ contraindications to medications. 36 hours lecture.</p>



**DEH-30A****Clinical Dental Hygiene #3****3.50 Units**

CSU

*Prerequisite: DEH-20B**Limitation on enrollment: Enrollment in the Dental Hygiene Program**Corequisite: DEH-31, DEH-32, DEH-33, DEH-34, DEH-35, DEH-36 and DEH-37*

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. The students are exposed to the continuation of clinical dental hygiene. Students apply knowledge, critical thinking and clinical skills acquired in dental hygiene courses. Emphasis is placed on periodontal maintenance and recall patients with early to advanced periodontal disease. Requires evaluation of clinical performance through the demonstration of skill acquisition and clinical competency. 192 hours laboratory. (Pass/No Pass only)

**DEH-30B****Clinical Dental Hygiene #4****1 Unit**

CSU

*Prerequisite: DEH-30A, DEH-31, DEH-32, DEH-33, DEH-34, DEH-35, DEH-36 and DEH-37**Limitation on enrollment: Enrollment in the Dental Hygiene Program*

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. The students are exposed to the continuation of clinical dental hygiene. Students apply knowledge, critical thinking and clinical skills acquired in dental hygiene courses. Emphasis is placed on periodontal maintenance and recall patients with early to advanced periodontal disease. Requires evaluation of clinical performance through the demonstration of skill acquisition and clinical competency. 72 hours laboratory. (Pass/No Pass only.)

**DEH-31****Clinical Seminar #2****1 Unit**

CSU

*Prerequisite: DEH-20B**Limitation on enrollment: Enrollment in the Dental Hygiene Program**Corequisite: DEH-30A, DEH-32, DEH-33, DEH-34, DEH-35, DEH-36 and DEH-37*

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. The students are exposed to the continuation of clinical dental hygiene issues that are implemented in the clinical setting. The course focuses on clinical issues and experiences of the students. Emphasis will be placed on assessment and treatment planning of moderate to advanced periodontal cases. The development of the dental hygiene portfolio will be continued. 18 hours lecture.

**DEH-32****Dental Materials****3 Units**

CSU

*Prerequisite: DEH-20B**Limitation on enrollment: Enrollment in the Dental Hygiene Program**Corequisite: DEH-30A, DEH-31, DEH-33, DEH-34, DEH-35, DEH-36 and DEH-37*

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. This course is the study of the properties, composition and manipulation of materials used in dentistry. The study of dental materials provides the student with the scientific rationale for selecting and using specific materials as well as understanding the varied relationships of dental biomaterials. 40 hours lecture and 45 hours laboratory.

**DEH-33****Periodontology****1 Unit**

CSU

*Prerequisite: DEH-20B**Limitation on enrollment: Enrollment in the Dental Hygiene Program**Corequisite: DEH-30A, DEH-31, DEH-32, DEH-35, DEH-34, DEH-36 and DEH-37*

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. The students will expand their knowledge of Periodontology to include analysis of periodontal tissues, and the mechanisms and causes in various pathologic processes. Emphasis will be placed on therapeutic goals and techniques to attain and maintain periodontal health in the clinical setting. 18 hours lecture.

**DEH-34****Community Dental Health Ed #1****1 Unit**

CSU

*Prerequisite: DEH-20B**Limitation on enrollment: Enrollment in the Dental Hygiene Program**Corequisite: DEH-30A, DEH-31, DEH-32, DEH-33, DEH-35, DEH-36 and DEH-37*

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene Program. The student is introduced to a continuation of dental health education as it relates to evidenced-based decision-making skills in community settings. Emphasis is placed on the role of the dental health educator. 18 hours lecture

**DEH-35****Community Dental Health Education Practicum #1****1 Unit**

CSU

*Prerequisite: DEH-20B**Limitation on enrollment: Enrollment in the Dental Hygiene Program**Corequisite: DEH-30A, DEH-31, DEH-32, DEH-33, DEH-34, DEH-36 and DEH-37*

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene Program. The student is introduced to a continuation of dental health education practicum that introduces concepts of school lesson planning, development and evaluation mechanisms. Students will also have the opportunity to coordinate dental health education with educational and community systems. 9 hours lecture and 27 hours laboratory.

**DEH-36****Research Methodology****2 Units**

CSU

*Prerequisite: DEH-20B**Limitation on enrollment: Enrollment in the Dental Hygiene Program**Corequisite: DEH-30A, DEH-31, DEH-32, DEH-33, DEH-34, DEH-35 and DEH-37*

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. This is an introductory course that will allow the student to learn the fundamentals of research design and methodology, and acquire skills to critique scientific literature. The use of Internet and different search engines will be incorporated in this course. 36 hours lecture.

**DEH-37****Nutrition in Dentistry****1 Unit**

CSU

*Prerequisite: DEH-20B**Limitation on enrollment: Enrollment in the Dental Hygiene Program**Corequisite: DEH-30A, DEH-31, DEH-32, DEH-33, DEH-34, DEH-35 and DEH-36*

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. This course is designed to introduce the student to nutritional principles as they related to overall health of the patient with special emphasis on the nutrition as it relates to oral health. 18 hours lecture.

**DEH-40****Clinical Dental Hygiene #5****4 Units**

CSU

*Prerequisite: DEH-30B**Limitation on enrollment: Enrollment in the Dental Hygiene Program.**Corequisite: DEH-41, DEH-42, DEH-43, DEH-44, DEH-45 and DEH-46*

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. The students are exposed to the continuation of clinical dental hygiene. Students apply knowledge, critical thinking and clinical skills acquired in previous completed dental hygiene courses. Emphasis is placed on periodontal maintenance and recall patients with moderate to advanced periodontal disease. Students will do rotations to observe the different aspects of dentistry. Requires evaluation of clinical performance through the demonstration of clinical competence. 216 hours laboratory. (Pass/No Pass only.)

**DEH-41****Clinical Seminar #3****1 Unit**

CSU

*Prerequisite: DEH-30B**Limitation on enrollment: Enrollment in the Dental Hygiene Program**Corequisite: DEH-40, DEH-42, DEH-43, DEH-44, DEH-45 and DEH-46*

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene Program. The students are exposed to the continuation of clinical dental hygiene issues that will be implemented in the clinical setting. The course focuses on clinical issues and experiences of the students. Emphasis is on developing critical thinking skills when implementing dental hygiene treatment plans. The development of the dental hygiene portfolio will be completed in this course. 18 hours lecture.

**DEH-42****Practice Management and Jurisprudence****2 Units**

CSU

*Prerequisite: DEH-30B**Limitation on enrollment: Enrollment in the Dental Hygiene Program**Corequisite: DEH-40, DEH-41, DEH-43, DEH-44, DEH-45 and DEH-46*

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. This course will introduce the student to the dental economics of a dental hygiene practice within a private dental practice. Students will become familiar with dental office procedures including computer dental office management programs as well as tissue management systems. Emphasis will be placed on the scope of practice of dental professionals as outlined by the California State Dental Practice Act (DPA). 36 hours lecture.

**DEH-43****Advanced Periodontology****1 Unit**

CSU

*Prerequisite: DEH-30B**Limitation on enrollment: Enrollment in the Dental Hygiene Program**Corequisite: DEH-40, DEH-41, DEH-42, DEH-44, DEH-45 and DEH-46*

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene Program. The students will perform an in-depth analysis of current literature and how to implement the information to accomplish evidence-based dental hygiene care. 18 hours lecture.

**DEH-44****Community Dental Health Education #2****1 Unit**

CSU

*Prerequisite: DEH-30B**Limitation on enrollment: Enrollment in the Dental Hygiene Program**Corequisite: DEH-40, DEH-41, DEH-42, DEH-43, DEH-45 and DEH-46*

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene Program. This course is a continuation of dental health education with emphasis on the concepts and methods of prevention as they relate to the oral health of groups. Issues central to community dental health such as access to care, supply and demand, quality assurance, health financing, health policy and community program development are presented. 18 hours lecture.

**DEH-45****Community Dental Health Education Practicum #2****1 Unit**

CSU

*Prerequisite: DEH-30B**Limitation on enrollment: Enrollment in the Dental Hygiene Program**Corequisite: DEH-40, DEH-41, DEH-42, DEH-43, DEH-44 and DEH-46*

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene program. This course is a continuation of dental health practicum that emphasizes the assessment, diagnosis, planning, implementation, and evaluation of community programs. 9 hours lecture and 27 hours laboratory.

**DEH-46****Advanced Topics in Dental Hygiene****1 Unit**

CSU

*Prerequisite: DEH-30B**Limitation on enrollment: Enrollment in the Dental Hygiene Program**Corequisite: DEH-40, DEH-41, DEH-42, DEH-43, DEH-44 and DEH-45*

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Hygiene Program. This course examines advanced topics in the field of dental hygiene to prepare students to transition into the private practice arena. Students will discuss how to integrate topics into their clinical practices. Latest clinical duties approved by the Dental Board of California will be discussed. 18 hours lecture.

**DEH-200****Dental Hygiene Work Experience****1-4 Units**

CSU\*

*Prerequisite: None**Advisory: Students should have paid or voluntary employment*

Description: This course is designed to coordinate the student's occupational on-the-job training with related instruction in work-related skills. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. Students enrolling in WKX-200 are administratively moved to the appropriate general or occupational work experience course after the first class meeting based upon several factors, including the number of hours worked during the semester, occupational program requirements, and type of work in which the student is engaged. 18 hours orientation and 60 hours of volunteer work experience (maximum of 240 hours) or 75 hours of paid work experience (maximum of 300 hours) are required for each enrolled unit. (Letter grade or Pass/No Pass)

## EARLY CHILDHOOD EDUCATION

---

**EAR-19****Observation and Assessment in Early Childhood Education****3 Units**

(C-ID: ECE 200)

CSU

*Prerequisite: None.*

Description: The appropriate use of a variety of assessment and observation strategies to document child development and behavior. Child observations will be conducted and analyzed. 54 hours lecture.

**EAR-20****Child Growth and Development****3 Units**

(C-ID: CDEV 100)

UC, CSU

*Prerequisite: None*

Description: This introductory course examines the major physical, psychosocial, and cognitive/language developmental milestones for children, both typical and atypical, from conception through adolescence. There will be an emphasis on interactions between maturational processes and environmental factors. While studying developmental theory and investigative research methodologies, students will observe children, evaluate individual differences and analyze characteristics of development at various stages. Outside observations required. 54 hours lecture.

**EAR-23****Family Home Child Care Program****3 Units**

CSU

*Prerequisite: None.*

Description: Meets the specific needs of the family child care provider. Emphasis will be given to licensing regulations, recordkeeping, developing contracts, child development, and creating partnerships with parents. Topics include creating appropriate environments, using appropriate positive guidance techniques, and planning and implementing developmentally appropriate curricula for mixed-age groups of children. Outside observations required. 54 hours lecture.

**EAR-24****Introduction to Curriculum****3 Units**

(C-ID: ECE 130)

CSU

*Prerequisite: None*

Description: This course presents an overview of knowledge and skills related to providing appropriate curriculum and environments for young children from birth to age 6. Students will examine a teacher's role in supporting development and engagement for all young children. This course provides strategies for developmentally-appropriate practice based on observation and assessments across the curriculum, including: academic content areas; play, art, and creativity; and development of social-emotional, communication, and cognitive skills. 54 hours lecture.

**EAR-25****Teaching in a Diverse Society****3 Units**

(C-ID: ECE 230)

UC, CSU

*Prerequisite: None*

Description: Examines the development of social identities in diverse societies including theoretical and practical implications affecting young children, families, programs, teaching, education and schooling. Culturally relevant and linguistically appropriate anti-bias approaches supporting all children in becoming competent members of a diverse society. Self-reflection of one's own understanding of educational principles in integrating anti-bias goals in order to better inform teaching practices and/or program development. 54 hours lecture.

**EAR-26****Health, Safety and Nutrition****3 Units**

(C-ID: ECE 220)

CSU

*Prerequisite: None.*

Description: Introduction to the laws, regulations, standards, policies and procedures and early childhood curriculum related to child health safety and nutrition. The key components that ensure physical health, mental health and safety for both children and staff will be identified along with the importance of collaboration with families and health professionals. Focus on integrating the concepts into everyday planning and program development. 54 hours lecture.

**EAR-28****Principles and Practices of Teaching Young Children****3 Units**

(C-ID: ECE 120)

CSU

*Prerequisite: None*

Description: An examination of the underlying theoretical principles of developmentally appropriate practices applied to programs, environments, emphasizing the key role of relationships, constructive adult-child interactions, and teaching strategies in supporting physical, social, creative and intellectual development for all young children. Includes a review of the historical roots of early childhood programs and the evolution of the professional practices promoting advocacy, ethics, and professional identity. 54 hours lecture.

**EAR-30****Practicum in Early Childhood Education****4 Units**

(C-ID: ECE 210)

CSU

*Prerequisite: EAR-20 and EAR-24 and EAR-28 and EAR-42*

Description: In this course the student will practice and demonstrate developmentally appropriate early childhood program planning and teaching competencies under the supervision of ECE/CD faculty and other qualified early education professionals. Students will utilize practical classroom experiences to make connections between theory and practice, develop professional behaviors, and build a comprehensive understanding of children and families. Child centered, play-oriented approaches to teaching, learning, and assessment; and knowledge of curriculum content areas will be emphasized as student teachers design, implement and evaluate experiences that promote positive development and learning for all young children. Lab hours will be completed under the direction of a qualified Master Teacher (Child Development Permit Matrix, California Commission on Teacher Credentialing) with 3 units of supervised field experience in ECE setting. 36 hours lecture and 108 hours laboratory.

**EAR-33****Infant and Toddler Development****3 Units**

CSU

*Prerequisite: None*

Description: A study of infants and toddlers from pre-conception to age three including physical, cognitive, language, social, and emotional growth and development. Applies theoretical frameworks to interpret behavior and interactions between heredity and environment. Emphasizes the role of family and relationships in development. 54 hours lecture. (Letter Grade only.)

**EAR-34****Infant and Toddler Care and Education****3 Units**

CSU

*Prerequisite: None*

Description: Applies current theory and research to the care and education of infants and toddlers in group settings. Examines essential policies, principles and practices that lead to quality care and developmentally appropriate curriculum for children birth to 36 months. 54 hours lecture. (Letter Grade only.)

**EAR-35****Practicum in Infant and Toddler Care****3 Units**

CSU

*Prerequisite: EAR-20**Advisory: EAR-33 and EAR-34*

Description: This is a supervised teaching experience in the care and education of infants and toddlers. Emphasis is on applying the principles and practices of high quality infant care programs. Students will participate in and ultimately plan and develop a comprehensive infant/toddler program consistent with Title 22 licensing regulations and the physical, emotional, social, cognitive, and creative needs of the infant/toddler. Work in an approved infant/toddler program under the direction of a Master Teacher with appropriate Infant-Toddler units is required. 36 hours lecture and 54 hours laboratory (TBA option)

**EAR-38****Adult Supervision and Mentoring in Early Care and Education****3 Units**

CSU

*Prerequisite: None.*

Description: Methods and principles of supervising student teachers, volunteers, staff, and other adults in early care and education settings. Emphasis is on the roles and development of early childhood professionals as mentors and leaders. 54 hours lecture. (Letter Grade only.)

**EAR-40****Introduction to Children with Special Needs****3 Units**

CSU

*Prerequisite: None*

Description: Introduces variations in development of children with special needs ages birth through eight and the resulting impact on families. Includes an overview of historical and societal influences, laws relating to children with special needs, and the identification and referral process. This course will include required observations of programs for infants and children with special needs and their families. 54 hours lecture. (Letter Grade only.)

**EAR-41****Practicum in Early Intervention/Special Education****4 Units**

CSU

*Prerequisite: EAR-20, EAR-24, EAR-28, EAR-42**Advisory: EAR-40 or EAR-46*

Description: This course provides students with hands-on experience working with infants, toddlers and young children with special needs in a variety of early intervention and educational settings, including natural environments, self-contained and fully-included early childhood classrooms. It integrates learned theoretical models to real-life situations and affords students opportunities for supervised practice as an assistant in an early childhood special education setting, home visiting program or as an early intervention support person in a general education classroom. 36 hours lecture and 108 hours laboratory. (TBA option)

**EAR-42****Child, Family, and Community****3 Units**

(C-ID: CDEV 110)

CSU

*Prerequisite: None.*

Description: An examination of the developing child in a societal context focusing on child, family, and the community with an emphasis on historical and socio-cultural factors. The processes of socialization and identity development will be highlighted. 54 hours lecture.

**EAR-43****Children with Challenging Behaviors****3 Units**

CSU

*Prerequisite: EAR-19 EAR-20*

Description: This course provides an overview of the developmental, environmental and cultural factors that impact the behavior of young children, including family stressors, child temperament, violence, attachment disorders, and special needs; and proactive intervention and prevention techniques. Topics include addressing reasons children misbehave, how to carefully observe a child, how to create a positive environment to encourage appropriate behavior, and how to effectively address many types of behaviors including those that are aggressive and antisocial, disruptive, destructive, emotional and dependent. Outside observations required. 54 hours lecture.

**EAR-44****Administration I: Programs in Early Childhood Education**  
CSU**3 Units***Prerequisite:* EAR-20 and EAR-24 and EAR-28 and EAR-42

Description: Introduction to the administration of early childhood programs. Covers program types, budget, management, regulations, laws, development and implementation of policies and procedures. Examines administrative tools, philosophies, and techniques needed to organize, open, and operate an early care and education program. 54 hours lecture. (Letter Grade only.)

**EAR-45****Administration II: Personnel and Leadership in Early Childhood Education**  
CSU**3 Units***Prerequisite:* EAR-20 and EAR-24 and EAR-28 and EAR-42

Description: Effective strategies for personnel management and leadership in early care and education settings. Includes legal and ethical responsibilities, supervision techniques, professional development, and reflective practices for a diverse and inclusive early care and education program. 54 hours lecture. (Letter Grade only.)

**EAR-46****Curriculum and Strategies for Children with Special Needs**  
CSU**3 Units***Prerequisite:* None*Advisory:* EAR-40

Description: Covers curriculum and intervention strategies for working with children with special needs in partnership with their families. Focuses on the use of observation and assessment in meeting the individualized needs of children in inclusive and natural environments. Includes the role of the teacher as a professional working with families, collaboration with interdisciplinary teams, and cultural competence. 54 hours lecture.

**EAR-47****Childhood Stress and Trauma**  
CSU**3 Units***Prerequisite:* None

Description: This course is a comprehensive overview of concepts, theories, and issues related to childhood stress and trauma. Emphasis is on the short- and long-term effects that stress and trauma has on the physical, cognitive, language, social, and emotional stages of a child's development. Students will be introduced to child behavior patterns and potential responses to stress and trauma. Students will examine research and innovative methods that support the child's coping skills and healing process. This course is designed to develop an understanding of how children react and adapt to stress and trauma and what parents and early childhood practitioners can do to assist children. Outside observations required. 54 hours lecture.

**EAR-200**

CSU\*

**1-4 Units***Prerequisite:* None*Advisory:* Students should have paid or voluntary employment

Description: This course is designed to coordinate the student's occupational on-the-job training with related instruction in work-related skills. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. Students enrolling in WKX-200 are administratively moved to the appropriate general or occupational work experience course after the first class meeting based upon several factors, including the number of hours worked during the semester, occupational program requirements, and type of work in which the student is engaged. 18 hours orientation and 60 hours of volunteer work experience (maximum of 240 hours) or 75 hours of paid work experience (maximum of 300 hours) are required for each enrolled unit. (Letter grade or Pass/No Pass)

---

## ECONOMICS

---

**ECO-4****Introduction to Economics**  
UC, CSU**3 Units***Prerequisite:* None.

Description: An entry-level, general education course which introduces and surveys basic macroeconomic and microeconomic principles. This course emphasizes the causes and consequences of the business cycle on output, employment, and prices as well as, basic supply and demand analysis across different market structures. Analysis further includes the role of the government in the macro-economy and the micro-economy. 54 hours lecture.

**ECO-5****Economics of the Environment**  
UC, CSU**3 Units***Prerequisite:* None*Advisory:* Qualification for English 1A

Description: Economics 5 searches for an economic understanding of contemporary environmental problems. Economic theory is used to explain why there is inefficient resource use and pollution. Public policy to correct environmental problems is examined critically, looking at the costs and benefits of such programs as Superfund cleanup, government regulation, and market incentives. The course also studies the effect of environmental problems and policies on wealth distribution, economic growth and international relations. 54 hours lecture.

**ECO-6****Introduction To Political Economy (Same as POL-6)**  
UC, CSU**3 Units***Prerequisite:* None*Advisory:* REA-83 and qualification for English 1A

Description: This course will examine the historical, structural, and cultural elements in the development of international political economy. Topics covered will include the relation of politics and economics on development, globalization, national institutions, social groups and classes, and democracy. 54 hours lecture.



**ECO-7****Principles of Macroeconomics****3 Units**

(C-ID: ECON 202)

UC, CSU

*Prerequisite: MAT-52**Advisory: MAT-35 and qualification for ENG-1A*

Description: Economic theory and analysis as applied to the U.S. economy as a whole. Emphasizes aggregative economics dealing with the macroeconomic concepts of national income and expenditure, aggregate supply and demand, fiscal policy, monetary policy, and economic stabilization and growth. Students may not receive credit for both ECO-7 and ECO-7H. 54 hours lecture.

**ECO-7H****Honors Principles of Macroeconomics****3 Units**

(C-ID: ECON 202)

UC, CSU

*Prerequisite: MAT-52**Advisory: MAT-35 and Qualification for ENG-1A**Limitation on enrollment: Enrollment in the Honors Program*

Description: Economic theory and analysis as applied to the U.S. economy as a whole. Emphasizes the enhanced exploration of aggregative economics dealing with the macroeconomic concepts of national income and expenditure, aggregate supply and demand, fiscal policy, monetary policy, and economic stabilization and growth. This honors course offers an enriched experience for accelerated students through limited class size, seminar format, focus on primary texts, and application of higher order critical thinking skills. Students may not receive credit for both ECO-7 and ECO-7H. 54 hours lecture.

**ECO-8****Principles of Microeconomics****3 Units**

(C-ID: ECON 201)

UC, CSU

*Prerequisite: MAT-52**Advisory: MAT-35 and qualification for ENG-1A.*

Description: Economic theory and analysis as applied to consumer and producer behavior in markets. Emphasizes the allocation of resources and the distribution of income through the price mechanism, and deals with the microeconomic concepts of equilibrium in product and factor markets, perfect and imperfect competition, government intervention in the private sector, and international trade and finance. 54 hours lecture.

**ECO-8H****Honors Principles of Microeconomics****3 Units**

(C-ID: ECON 201)

UC, CSU

*Prerequisite: MAT-52**Advisory: MAT-35 and qualification for ENG-1A**Limitation on enrollment: Enrollment in the Honors program*

Description: Economic theory and analysis as applied to consumer and producer behavior in markets. Emphasizes the allocation of resources and the distribution of income through the price mechanism, and deals with the microeconomic concepts of equilibrium in product and factor markets, perfect and imperfect competition, government intervention in the private sector, and international trade and finance. This honors course offers an enriched experience for accelerated students through limited class size, seminar format, focus on primary texts, and application of higher level critical thinking skills. Students may not receive credit for both ECO-8 and ECO-8H. 54 hours lecture.

**EDUCATION****EDU-1****Introduction to Elementary Classroom Teaching****4 Units**

(C-ID: EDUC 200)

UC, CSU

*Prerequisite: None*

Description: This course introduces students to the concepts and issues related to teaching diverse learners in today's contemporary schools, Kindergarten through grade 12 (K-12). Topics include teaching as a profession and career, historical and philosophical foundations of the American education system, contemporary educational issues, California's content standards and frameworks, and teacher performance standards. In addition to class time, the course requires a minimum of 54 hours of structured fieldwork in public school elementary classrooms that represent California's diverse student population, and includes cooperation with at least one carefully selected and campus-approved certificated classroom teacher. 54 hours lecture, 54 hours laboratory.

**EDU-51****Leadership Development Studies****3 Units**

CSU

*Prerequisite: None*

Description: Designed to provide emerging and existing leaders the opportunity to explore the concept of leadership and to develop and improve their leadership skills. The course integrates readings from the humanities, experiential exercises, films and contemporary readings on leadership. Course emphasis is placed on assessing leadership skills, evaluating interactions among leaders and followers, situations, communicating within groups, managing conflict, goal setting and delegating tasks. 36 hours lecture and 54 hours laboratory.

## EMERGENCY MEDICAL SERVICES

Prior to acceptance into the EMT Program, students must first enroll into the Moreno Valley College and complete the enrollment requirements. (If you are already a Riverside Community College District student ID, you don't have to do this step) Attend or view the EMT program orientation and complete all the requirements prior to the start of class. Students must purchase a uniform and complete a background check, healthcare screening and have a valid American Heart Association Healthcare Provider level CPR card prior to the start of the program. The requirements will be explained in the orientation.

Prior to acceptance to the Paramedic Program, students must have the following: a valid EMT card and a valid American Heart Association Healthcare Provider level CPR card (both to remain current throughout the program), a high school diploma or GED, verification of at least 18 years of age, documentation of at least one year and 1000 hours of paid or volunteer service as an EMT (50 percent of the experience must be in the prehospital setting,) and successful completion of BIO-45 (formerly AMY-10) or equivalent. Attendance at orientation and successful completion of paramedic preparatory class are also required. Students will receive further details upon acceptance into program. Students must purchase a uniform and complete a background check and healthcare screening prior to the start of the program. Before taking any of these steps, attendance at orientation and successful completion of paramedic preparatory class are also mandatory. It is highly recommended that students take courses in medical terminology, medical math and English composition before the program begins.

### EMS-40 Emergency Medical Technician Continuing Education 1 Unit

*Prerequisite: None*

*Advisory: EMS 50 and 51 or a current EMT certification*

Description: This course is designed to provide the information required to fulfill the continuing education of the certified EMT in pre-hospital emergency medical care. This course meets the 24 hour refresher requirements of the state and local accreditation bodies. 16 hours lecture and 8 hours laboratory. (Letter grade only)

### EMS-50 Emergency Medical Technician 7 Units

*Prerequisite: None*

*Limitation on enrollment: American Heart Association CPR Certification, Healthcare Provider level, current throughout the length of the program. Must be 18 years of age. Student must purchase a uniform and complete a background check and healthcare screening prior to the start of the program.*

*Corequisite: EMS-51*

Description: An entry-level course into the Emergency Medical Services career field that follows the current Department of Transportation (DOT) curriculum. Satisfactory completion of this course (when taken concurrently with EMS 51) prepares this student as an Emergency Medical Technician (EMT) for work in the pre-hospital emergency medical environment. 99 hours lecture and 81 hours laboratory.

### EMS-51 Emergency Medical Services-Basic Clinical/Field 1.50 Units

*Prerequisite: None*

*Limitation on enrollment: American Heart Association CPR*

*Certification (Healthcare Provider level) current throughout the length of the program. Must be 18 years of age. Student must purchase a uniform and complete a background check and healthcare screening prior to the start of the program*

*Corequisite: EMS-50*

Description: Provides supervised clinical practice in a wide variety of patient care activities in the care of the sick and injured. This course meets all state and national guidelines. 81 hours laboratory.

### EMS-59 Paramedic Preparation .50 Units

*Prerequisite: None*

Description: An overview of paramedic-level assessment skills combined with appropriate paramedic-level anatomy, physiology, and treatment relevant to the disease processes studied. 27 hours lab. (Letter grade only)

### EMS-60 Patient Assessment and Airway Management 4.50 Units

*Prerequisite: None*

*Limitation on enrollment: Acceptance into the EMS Paramedic Program*

*Corequisite: EMS-61 and EMS-62 and EMS-63*

Description: Enables Emergency Medical Technicians (EMTs) to refine skills and develop to the level of a paramedic; concentrates on patient assessment and airway management techniques needed in dealing with sick and injured patients. 54 hours lecture and 81 hours laboratory.

### EMS-61 Introduction to Medical Pathophysiology 3 Units

*Prerequisite: None*

*Limitation on enrollment: Acceptance into the Paramedic Program*

*Corequisite: EMS-60 and EMS-62 and EMS-63*

Description: Enables Emergency Medical Technicians (EMTs) to expand their understanding of disease and injury processes; reviews anatomy and physiology; introduces pathophysiology to assist the paramedic student in understanding disease and trauma processes. 54 hours lecture.

### EMS-62 Emergency Pharmacology 4 Units

*Prerequisite: None*

*Limitation on enrollment: Acceptance into the MVC Paramedic Program*

*Corequisite: EMS-60 and EMS-61 and EMS-63*

Description: Enables Emergency Medical Technicians (EMTs) to refine their pharmacology skills; prepares paramedic students to deal with basic pharmacology, pharmacokinetics, pharmacodynamics including calculation and administration of prehospital medications. 54 hours lecture and 54 hours laboratory.

### EMS-63 Cardiology 4 Units

*Prerequisite: None*

*Limitation on enrollment: Acceptance into the Paramedic Program*

*Corequisite: EMS-60 and EMS-61 and EMS-62*

Description: Enables Emergency Medical Technicians (EMTs) to expand their understanding of management of patients with cardiovascular emergencies, including treatment protocols, electrocardiogram interpretation (3-lead and 12-lead), pharmacology, and electrical therapy for patients in cardiac distress. 54 hours lecture and 54 hours laboratory.

**EMS-70****Trauma Management****3.50 Units***Prerequisite: EMS-60 and EMS-61 and EMS-62 and EMS-63**Limitation on enrollment: Acceptance into the Paramedic Program**Corequisite: EMS-71*

Description: Integration of the principles of kinematics to enhance the patient assessment and predict the likelihood of injuries based on the mechanism of injury. 45 hours lecture and 54 hours laboratory.

**EMS-71****Clinical Medical Specialty I****3 Units***Prerequisite: EMS-60 and EMS-61 and EMS-62 and EMS-63**Limitation on enrollment: Acceptance into the Paramedic Program**Corequisite: EMS-70*

Description: Application of theory and skills under supervision of health care professionals in a wide variety of settings involving patient care of the sick and injured. 162 hours laboratory.

**EMS-80****Medical Emergencies****4.50 Units***Prerequisite: EMS-70 and EMS-71**Limitation on enrollment: Acceptance into the Paramedic Program**Corequisite: EMS-81 and EMS-82 and EMS-83*

Description: Preparation for management of patients with medical emergencies; includes selection of appropriate treatment protocols, electrocardiogram interpretation, pharmacology, and interventions that lead to a viable outcome for a patient experiencing a medical emergency. 63 hours lecture and 54 hours laboratory.

**EMS-81****Special Populations****4 Units***Prerequisite: EMS-70 and EMS-71**Limitation on enrollment: Acceptance into the Paramedic Program**Corequisite: EMS-80 and EMS-82 and EMS-83*

Description: Provides paramedic students to care for clients with special problems through a review of anatomy and physiology as well as the pathophysiological process of neonatology, pediatrics, geriatrics, abuse, assault, and patients with special needs, also includes discussion of acute interventions for chronic care patients. 54 hours lecture and 54 hours laboratory.

**EMS-82****Special Topics****3 Units***Prerequisite: EMS-70 and EMS-71**Limitation on enrollment: Acceptance into the Paramedic Program**Corequisite: EMS-80 and EMS-81 and EMS-83*

Description: Overview of issues and problems directly impacting the emergency provider, such as dealing with weapons of mass destruction, bioterrorism, urban terrorism threats and other topics and circumstances in an unpredictable environment. 36 hours lecture and 54 hours laboratory.

**EMS-83****Clinical Medical Specialty II****3 Units***Prerequisite: EMS-70 and EMS-71**Limitation on enrollment: Acceptance into the Paramedic Program**Corequisite: EMS-80 and EMS-81 and EMS-82*

Description: Supervised clinical practice under the supervision of health care professionals in a wide variety of situations involving patient care of the sick and injured in a hospital setting. 162 hours laboratory.

**EMS-90****Assessment Based Management****3 Units***Prerequisite: EMS-80 and EMS-81 and EMS-82 and EMS-83*

*Limitation on enrollment: Acceptance into the Paramedic Program and students are required to have the following cards: American Heart Association (AHA) CPR AHA Advanced Cardiac Life Support card, AHA Pediatric Advanced Life Support card, Geriatric Emergency Medical Services card, and Pre Hospital Advanced Life Support card*

*Corequisite: EMS-91*

Description: Prepares paramedic students to assess and make clinical and field judgments regarding the treatment of the ill or injured patient; Refines existing knowledge and skills. 36 hours lecture and 54 hours laboratory.

**EMS-91****Paramedic Field Internship****10 Units***Prerequisite: EMS-80 and EMS-81 and EMS-82 and EMS-83**Limitation on enrollment: Acceptance into the Paramedic Program**Corequisite: EMS-90*

Description: Capstone course of the Paramedic Program; Field training under the supervision of an approved preceptor to develop skills needed for certification as a Paramedic, including medical histories; physical examinations, patient management and supportive care of the sick injured in a field setting. 540 hours of laboratory.

**ENGLISH**

Most four-year colleges and universities will require transfer students to have eight units (two semesters) of composition. English 1A or 1H or 1B or 1BH at Moreno Valley College will meet this requirement.

**ENG-1A****English Composition****4 Units**

(C-ID: ENGL 100)

UC, CSU

*Prerequisite: ENG-50 or ENG-80 or qualifying placement level*

Description: Emphasizes and develops skills in critical reading and academic writing. Reading and writing assignments include exposition, argumentation, and academic research. Students will produce a minimum of 10,000 words of instructor-evaluated writing. Classroom instruction integrates writing lab activities. Students may not receive credit for both ENG-1A and ENG-1AH. 72 hours lecture and 18 hours laboratory. (TBA option)

**ENG-1AH****Honors English Composition****4 Units**

(C-ID: ENGL 100)

UC, CSU

*Prerequisite: ENG-50 or ENG-80 or qualifying placement level**Limitation on enrollment: Enrollment in the Honors Program*

Description: Emphasizes and develops skills in critical reading and academic writing. Reading and writing assignments include exposition, argumentation, and academic research. Students will produce a minimum of 10,000 words of instructor-evaluated writing. This Honors course offers an enriched experience for accelerated students through limited class size; seminar format; focus on primary texts; and application of higher level critical thinking skills. Students may not receive credit for both ENG-1A and ENG-1AH. Classroom instruction integrates writing lab activities. 72 hours lecture and 18 hours laboratory. (TBA option)

**ENG-1B****Critical Thinking and Writing****4 Units**

(C-ID: ENGL 105 and ENGL 110)

UC, CSU

*Prerequisite: ENG-1A or ENG-1AH*

Description: Building on the rhetorical skills learned in ENG 1A, students will analyze, interpret, and synthesize diverse texts in order to construct well-supported academic arguments and literary analyses. Composition totaling a minimum of 10,000 words serves to correlate writing and reading activities. Classroom activities integrate with writing lab activities. Student may not receive credit for both ENG-1B and 1BH. 72 hours lecture and 18 hours laboratory. (TBA option)

**ENG-1BH****Honors Critical Thinking and Writing****4 Units**

(C-ID: ENGL 105 and ENGL 110)

UC, CSU

*Prerequisite: ENG-1A or ENG-1AH**Limitation on enrollment: Enrollment in the Honors Program*

Description: Building on the rhetorical skills learned in ENG 1A or 1AH, students will analyze, interpret, and synthesize diverse texts in order to construct well-supported academic arguments and literary analyses. Composition totaling a minimum of 10,000 words serves to correlate writing and reading activities. Classroom activities integrate with writing lab activities. This honors course offers an enriched experience for accelerated students through limited class size, seminar format, focus on primary texts, and application of higher level critical thinking skills. Students may not receive credit for both ENG-1B and ENG-1BH. 72 hours lecture and 18 hours laboratory. (TBA option)

**ENG-4****Writing Tutor Training****2 Units**

CSU

*Prerequisite: ENG-1A or ENG-1AH*

Description: Designed to prepare students to become peer tutors in the Writing Center. Participants learn specific tutoring techniques and discuss problems, questions, and challenges in tutoring writing. Tutors develop student-centered, non-intrusive tutoring skills that avoid appropriating the text (i.e., becoming a proofreader, editor, or co-author). Topics include theory and practice of tutoring writing, including writing as a process, interpersonal communication techniques, cross-cultural tutoring, group learning, and computer programs applicable to writing instruction. 27 hours lecture and 27 hours laboratory. (TBA option)

**ENG-6****British Literature I: Anglo-Saxon through Eighteenth Century****3 Units**

(C-ID: ENGL 160)

UC, CSU

*Prerequisite: ENG-50 or ENG-80 or eligibility for ENG-1A**Advisory: ENG-1B or ENG-1BH*

Description: A survey of British literature from the eighth century AD to 1800, including a comprehensive exposure to the poetry, drama, and fiction of this era as well as a basic understanding of the cultural, intellectual, and artistic trends it embodies. 54 hours lecture. (Letter Grade, or Pass/No Pass Option.)

**ENG-7****British Literature II: Romanticism through Modernism/ Post-Modernism****3 Units**

(C-ID: ENGL 165)

UC, CSU

*Prerequisite: ENG-50 or ENG-80 or eligibility for ENG-1A**Advisory: ENG-1B or ENG-1BH*

Description: A survey of British literature from 1800 to the present, including a comprehensive exposure to the poetry, drama, and fiction of this era as well as a basic understanding of the cultural, intellectual, and artistic trends it embodies. 54 hours lecture. (Letter Grade, or Pass/No Pass Option.)

**ENG-9****Introduction to Shakespeare****3 Units**

UC, CSU

*Prerequisite: None**Advisory: ENG-1B or ENG-1BH*

Description: A survey of Shakespeares plays and poetry, with the primary emphasis on exposing students to a representative sampling of his dramatic works and to the cultural, intellectual, and artistic contexts for his work. Both students who have read Shakespeare before and students who have no experience with Shakespeare are encouraged to take this class. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**ENG-10****Special Studies in Literature****3 Units**

CSU

*Prerequisite: None**Advisory: ENG-1B or ENG-1BH*

Description: Designed to provide students with opportunities to focus on specialized areas of literature and/or specific authors, genres, or literary themes. Topics are selected according to student and instructor interest and needs. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**ENG-11****Creative Writing****3 Units**

(C-ID: ENGL 200)

UC, CSU

*Prerequisite: ENG-1A or ENG-1AH*

Description: Studies in fundamental principles and practice of writing fiction and poetry. Lectures and discussions emphasize analysis of professional examples of creative writing and study of creative writing theory. In-class workshops provide practice in creative writing techniques. In-class and out-of-class class writing assignments provide practice in writing techniques and in peer- and self-analysis. 54 hours lecture. (Letter Grade, or Pass/No Pass Option.)

**ENG-14****American Literature I: Pre-Contact through Civil War****3 Units**

(C-ID: ENGL 130)

UC, CSU

*Prerequisite: ENG-50 or ENG-80 or eligibility for ENG-1A**Advisory: ENG-1B or ENG-1BH*

Description: A survey of American literature from the pre-contact period to the Civil War, including a comprehensive exposure to the prose, poetry and fiction of this era as well as a basic understanding of the cultural, intellectual and artistic trends it embodies. 54 hours lecture. (Letter Grade, or Pass/No Pass option)



**ENG-15****American Literature II: 1860 to the Present** 3 Units

(C-ID: ENGL 135)

UC, CSU

*Prerequisite:* ENG-50 or ENG-80 or eligibility for ENG-1A*Advisory:* ENG-1B or ENG-1BH

Description: A survey of American literature from 1860 to the present, including a comprehensive exposure to the prose, poetry, fiction, and drama of this era as well as a basic understanding of the cultural, intellectual, and artistic trends it embodies. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**ENG-16****Introduction to Linguistics** 3 Units

UC, CSU

*Prerequisite:* None*Advisory:* Qualification for English 1A

Description: A survey of language structure, theory and development, including a study of phonetics, phonology, morphology, semantics and syntax, language variation and change, language acquisition, and the psychological and social issues involved in language learning. 54 hours lecture. (Letter Grade, or Pass/No Pass Option.)

**ENG-20****Survey of African American Literature** 3 Units

UC, CSU

*Prerequisite:* None*Advisory:* ENG-1B or ENG-1BH

Description: A survey of African American literature from the early oral tradition to the present, including a comprehensive exposure to African American prose, poetry, and fiction as well as a basic understanding of the cultural, intellectual, and artistic trends of African American culture and the relationship to contemporary literature. Students who have taken both ENG-21 and ENG-22 may not receive credit for ENG-20. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**ENG-23****The Bible As Literature** 3 Units**(Same as HUM-23)**

UC, CSU

*Prerequisite:* None*Advisory:* ENG-1B or ENG-1BH and REA-83

Description: A survey of the Hebrew Bible and New Testament with emphasis on literary form, styles, and themes. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**ENG-25****Latino Literature of the United States** 3 Units

UC, CSU

*Prerequisite:* None*Advisory:* ENG-1B or ENG-1BH

Description: Latino literature of the regional United States in all genres from the early oral traditions, chronicles, and epic poems of the 15th through 19th centuries to the essays, poems, plays, and novels of 20th century authors. The course will also explore Latino history, culture, and identity as expressed in the writings of American Latino writers. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**ENG-30****Children's Literature** 3 Units

(C-ID: ENGL 180)

UC, CSU

*Prerequisite:* ENG-50 or ENG-80 or eligibility for ENG-1A

Description: A general survey of children's literature from early times, with emphasis on contemporary works, including fantasy/science fiction, realistic, multicultural, and historical fiction. Both oral and written assignments are required. 54 hours lecture. (Letter Grade, or Pass/No pass option)

**ENG-35****Images of Women in Literature** 3 Units

UC, CSU

*Prerequisite:* None*Advisory:* ENG-1B or ENG-1BH

Description: A study of images of women in literature which includes male and female authors and explores the cultural, sociological, political, and economic bases for historical and contemporary literary images of women. 54 hours lecture. (Letter Grade, or Pass/No Pass Option.)

**ENG-40****World Literature I: From Ancient Literatures to the Seventeenth Century** 3 Units

(C-ID: ENGL 140)

UC, CSU

*Prerequisite:* ENG-50 or ENG-80*Advisory:* ENG-1B or ENG-1BH

Description: Significant works of world literature from Ancient literatures to the Seventeenth Century, including a comprehensive exposure to the poetic, dramatic, and prose forms of early cultures as well as a basic understanding of the cultural, intellectual, and artistic trends these works embody. Primary emphasis is on literature in translation. 54 hours lecture. (Letter Grade, or Pass/No Pass Option.)

**ENG-41****World Literature II: Seventeenth Century Through the Present** 3 Units

(C-ID: ENGL 145)

UC, CSU

*Prerequisite:* ENG-50 or ENG-80*Advisory:* ENG-1B or ENG-1BH

Description: Significant works of world literature from the Seventeenth Century through the present, including a comprehensive exposure to the poetry, drama, and fiction of these periods as well as a basic understanding of the cultural, intellectual, and artistic trends these works embody. Emphasis on literature in translation. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**ENG-48****Short Story and Novel from the Twentieth Century to the Present** 3 Units

UC, CSU

*Prerequisite:* None*Advisory:* ENG-1B or ENG-1BH

Description: A study of prose fiction from the twentieth century to the present, with an emphasis on writers of international standing whose work embodies significant formal developments and thematic concerns of prose narrative in the last century. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)



**ENG-50****Basic English Composition****4 Units***Prerequisite: ENG 60 or ENG 70 or ESL-55**Advisory: REA-82 or qualifying placement level*

Description: Emphasizes and develops skills in critical reading and academic writing as preparation for college-level composition. Students will produce a minimum of 5,000 words of instructor-evaluated writing. Classroom instruction integrates lab activities. 72 hours lecture and 18 hours laboratory. (Letter Grade only.)

**ENG-60A****English Fundamentals: Sentence to Paragraph****4 Units***Prerequisite: None*

Description: Develops students' writing, active-reading, and grammar skills to basic-level performance. Emphasis is on correct writing at the sentence and paragraph level. 72 hours lecture and 18 hours laboratory. (TBA option) (Non-degree credit course. Pass/No-Pass only)

**ENG-60B****English Fundamentals: Paragraph to Essay****4 Units***Prerequisite: ENG-60A or qualifying placement level*

Description: Develops the students basic-level writing, active reading, and grammar skills to intermediate-level performance. Emphasis is on correct writing at the paragraph and short-essay level. 72 hours lecture and 18 hours laboratory. (TBA option) (Non-degree credit course. Pass/No Pass only.)

**ENG-70****Composition Fundamentals****4 Units***Prerequisite: None.*

Description: Prepares students by developing skills in grammar, usage, composition, and the writing process. This course serves students who desire more practice with pre-collegiate level reading and writing before taking ENG-50. Students will write a minimum of 5,000 words. 72 hours lecture and 18 hours laboratory. (Pass/No-Pass only)

**ENG-80****Preparatory Composition****6 Units***Prerequisite: None*

Description: Accelerated preparation for English Composition (ENG 1A), this course offers intensive instruction in the academic reading, reasoning, and writing expected in transfer and associate-degree courses. Students will read college-level texts and write a minimum of 10,000 words. Classroom instruction is supplemented by writing lab activities. 108 hours lecture and 18 hours laboratory. (TBA option) (Non-degree credit course.)

**ENG-90B****Special Topics in English: The Research Paper Process****1 Unit***Prerequisite: None*

Description: Presents the essential skills of the process for writing a research paper. Students learn and practice process and skills for determining an academic research question; conducting library and Internet research; planning the research paper; organizing the research material; defining a thesis statement; drafting; critiquing peers' papers; using academic formatting; and preparing a final document. 18 hours lecture. (Non-degree credit course. Pass/No Pass only)

**ENG-91****Academic Support for English 1A****2 Units***Prerequisite: None**Corequisite: ENG-1A*

Description: Limited to students concurrently enrolled in the co-requisite English 1A class, English 91 provides students with additional support for college-level English. This 2-unit class offers additional instruction and practice in reading strategies, writing process, sentence craft, metacognitive reflection, and college success skills. 36 hours lecture. (Non-degree credit course. Pass/No Pass only.)

**ENGLISH AS A SECOND LANGUAGE****ESL-51****Basic Writing and Grammar****4 Units***Prerequisite: None*

Description: Emphasizes elementary competency in standard written English with a focus on basic writing and grammar skills. Instruction will also include vocabulary and reading skills necessary for success in basic English as a Second Language courses. 72 hours lecture and 18 hours laboratory. (Non-degree credit course. Pass/No Pass only.)

**ESL-52****Low-intermediate Writing and Grammar****4 Units***Prerequisite: ESL-51 or Qualifying placement level on a state-approved placement instrument*

Description: Develops competency in standard written English with a continued focus on basic writing and grammar skills. Instruction includes vocabulary and reading skills necessary for success in low-intermediate English as a Second Language courses. 72 hours lecture and 18 hours laboratory. (Non-degree credit course. Pass/No Pass only.)

**ESL-53****Intermediate Writing and Grammar****4 Units***Prerequisite: Qualifying placement level on a state-approved placement instrument or ESL-52*

Description: Increases competency in standard written English with a focus on intermediate and writing grammar skills. Instruction includes vocabulary and reading skills necessary for success in intermediate English as a Second Language courses. 72 hours lecture and 18 hours laboratory. (Non-degree credit course. Pass/No Pass only.)

**ESL-54****High-intermediate Writing and Grammar****5 Units**

UC\*, CSU

*Prerequisite: Qualifying placement level on a state-approved placement instrument or ESL-53*

Description: Emphasizes competency in standard written English with a focus on high-intermediate grammar and writing skills. Instruction includes an intensive review of vocabulary and reading skills necessary for success in high-intermediate English as a Second Language courses. 90 hours lecture and 18 hours laboratory. (Degree credit course. Letter Grade, or Pass/No Pass Option.)

**ESL-55****Advanced Writing and Grammar****5 Units**

UC\*, CSU

*Prerequisite: Qualifying placement level on a state-approved placement instrument or ESL-54*

Description: Emphasizes competency in standard written English with a focus on developing paragraphs and essays in preparation for English composition classes. Instruction includes continued development of vocabulary, reading and academic skills necessary for success in college classes. 90 hours lecture and 18 hours laboratory. (Degree credit course. Letter Grade, or Pass/No Pass Option.)

**ESL-65****American Classroom Culture****1 Unit***Prerequisite: None*

Description: Assists international students with the transition from the social/educational systems in their own cultures to the social/educational systems in the U.S. Provides non-native speaking students with theory and practice of academic and language skills needed for success in an American educational setting. 18 hours lecture. (Degree credit course. Pass/No Pass only.)

**ESL-71****Basic Reading and Vocabulary****4 Units***Prerequisite: None**Advisory: ESL-51 or ESL-52 or qualifying placement level on a state-approved placement instrument*

Description: Emphasizes the acquisition of simple reading skills, expansion of receptive and productive vocabulary, developing dictionary skills, and comprehension of short, adapted reading selections. 72 hours lecture and 18 hours laboratory. (Non-degree credit course. Pass/No Pass only.)

**ESL-72****Intermediate Reading and Vocabulary****4 Units***Prerequisite: None**Advisory: ESL-71 and ESL-53 or ESL-54*

Description: Emphasizes the continued acquisition of reading skills needed for college level courses, expansion of receptive and productive vocabulary, and comprehension of medium-length adapted reading selections. 72 hours lecture and 18 hours laboratory. (Non-degree credit course. Pass/No Pass only.)

**ESL-73****High Intermediate Reading and Vocabulary****4 Units***Prerequisite: None**Advisory: ESL-72 and ESL-53 or ESL-54 or ESL-55 or qualifying placement level on a state-approved placement instrument*

Description: Emphasizes the acquisition of higher level reading skills needed for college level courses, expansion of receptive and productive vocabulary, further development of library skills, and comprehension of both adapted and authentic reading selections of varying lengths. 72 hours lecture and 18 hours laboratory. (Degree credit course. Letter grade, or Pass/No Pass option.)

**ESL-90D****Special Topics in ESL: Verb Tense Review****2 Units***Prerequisite: None**Advisory: Qualification for or enrollment in ESL 54 or higher*

Description: Provides students with intensive review, practice, and use of all the basic English verb tenses. 36 hours lecture. (Non-degree credit course. Pass/No Pass only.)

**ESL-90L****Special Topics in English as a Second Language: Punctuation of Phrases and Clauses****2 Units***Prerequisite: None**Advisory: Qualification for or enrollment in ESL 53 or higher*

Description: Provides students with the conventions of punctuation use in American English. Enhances the students competence in identifying types of phrases and clauses in English and in using proper punctuation in compound and complex sentence structures. 36 hours lecture. (Non-degree credit course. Pass/No Pass only.)

**ESL-90M****Special Topics in English as a Second Language: Articles and Prepositions****2 Units***Prerequisite: None**Advisory: Qualification for or enrollment in ESL 53 or higher*

Description: Provides students with basic instruction and practice in the use of prepositions and articles. Attention will focus on prepositional phrases, verbal and adverbial idioms, and the use of definite and indefinite articles. 36 hours lecture. (Non-degree credit course. Pass/No Pass only.)

**ESL-90P****Special Topics in ESL: Mastering Academic Vocabulary****2 Units***Prerequisite: None**Advisory: ESL-53 or higher*

Description: Instruction and practice aimed at understanding and using high-frequency academic vocabulary. Vocabulary study is approached on three levels: the word, the sentence, and the context level. Provide students with the rules of spelling in American English. Enhance the students' competence in identifying roots and affixes in borrowed words and using proper spelling in written discourse. 36 hours lecture. (Non-degree credit course. Pass/No Pass)

**ESL-91****Oral Skills I: Beginning Oral Communication****3 Units***Prerequisite: None**Advisory: Concurrent enrollment in ESL 51 or 52*

Description: This course emphasizes beginning conversation, pronunciation, and idiomatic skills along with basic listening comprehension. Conversational and idiomatic skills focus on fluent and appropriate use of common words and functional expressions in life skills areas—shopping, food, clothing, money/banking, car/license, travel, medicine. Pronunciation focuses on the articulation of English vowels and consonants and on the development of basic English patterns of stress and intonation. Listening stresses understanding verbal instructions and questions, common vocabulary and daily functions in an aural context, main ideas and details in monologues and dialogues. 54 hours lecture and 18 hours laboratory. (Non-degree credit course. Pass/No Pass only.)

**ESL-92****Oral Skills II: Intermediate Oral Communication 3 Units***Prerequisite: None**Advisory: ESL-91 and concurrent enrollment in ESL 53 or 54*

Description: This course develops intermediate conversation, pronunciation, idiomatic and aural comprehension skills. It is intended for non-native speakers of English who can make themselves understood but are not yet proficient in self-expression. Conversational and idiomatic skills focus on fluent and appropriate use of oral communication skills in a variety of social, business and/or academic situations. Pronunciation focuses on clearer articulation of English vowels and consonants and on increased control of the stress, intonation and rhythm of English. Listening comprehension stresses understanding verbal instructions and questions on campus and in the workplace. Students continue to learn appropriate verbal and non-verbal behavior as well as conversation management techniques to exchange ideas in small and large group communication. 54 hours lecture and 18 hours laboratory. (Non-degree credit course. Pass/No Pass only.)

**ESL-93****Oral Skills III: Advanced Oral Communication 3 Units***Prerequisite: None**Advisory: ESL-92 and concurrent enrollment in ESL 54, 55 or ENG-50*

Description: This course develops advanced conversation, pronunciation, idiomatic and aural comprehension skills. Conversational and idiomatic skills focus on increasingly fluent communication and interaction skills in complex speaking situations and comfortable use of English in a variety of situations, both academic and professional. Pronunciation focuses on improved clarity of speech and on increased control of the stress, intonation and rhythm of English. Listening comprehension stresses understanding complex syntax, register, nuance and tone in conversations on campus and in the workplace. Students will learn how to speak at length on a given topic, both prepared and extemporaneous, and to understand the subtleties of conversational English. 54 hours lecture and 18 hours laboratory. (Degree credit course. Letter grade, or Pass/No Pass option.)

---

## ETHNIC STUDIES

---

Ethnic Studies is the multi-disciplinary, humanistic study of American racial and ethnic groups. Ethnic Studies courses may examine theories of identity and/or the historical, sociological, literary, cultural, economic, and political forces that emanate from a perspective of race and racism in America. These forces, traditions, and experiences affecting African Americans, Asian Americans, Chicanos, Latinos, Mexican Americans, Native Americans, and other ethnic minorities provide a cultural framework to study how race, ethnicity, and inequality in America have affected and continued to affect the American way of life.

ANT-4 - Native American Cultures

ANT-5 - Native Peoples of Mexico

ENG-20 - Survey of African American Literature

ENG-25 - Latino Literature of the United States

HIS-14 - African American History I

HIS-15 - African American History II

HIS-31 - Introduction to Chicano/a Studies

SOC-10 - Race and Ethnic Relations

---

## FILM STUDIES

---

**FST-1****Introduction to Film Studies 3 Units**

UC, CSU

*Prerequisite: None**Advisory: Eligibility for ENG-1A*

Description: An introduction to the movies as an object of academic inquiry. Covers strategies for analyzing the formal elements (mise-en-scene, the shot, editing, and sound) and narrative structures of film. Provides instruction on discussing, researching, and writing about film as a complex form of creative expression rooted within history, society, and culture. Discussion is supported by American and international examples of feature, documentary, and experimental film. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**FST-3****Introduction to International Cinema 3 Units**

UC, CSU

*Prerequisite: None**Advisory: ENG-50 or ENG-80 or eligibility for ENG-1A*

Description: An introduction to international cinema, focusing upon select films, filmmakers, and national cinemas from outside the United States, ranging from films earliest decades to the present. Films, filmmakers, and national cinemas are studied in relation to questions of artistry, history, genre, style, culture, and politics. Includes an overview of methodologies for analyzing and researching film. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**FST-4****Introduction to Film Genres 3 Units**

UC, CSU

*Prerequisite: None**Advisory: ENG-50 or ENG-80 or eligibility for ENG-1A*

Description: An introduction to classical and contemporary film genres, such as the crime film or the musical, within American and international film. Investigates their origins and evolutions, recognizing their role within creative and social expression, and examining their technical and thematic conventions. Includes a survey of representative film genres, movements and styles. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**FST-5****Fiction and Film: Adaptation 3 Units**

UC, CSU

*Prerequisite: None**Advisory: ENG-50 or ENG-80 or eligibility for ENG-1A*

Description: An introductory study of the interplay between twentieth and twenty-first century literature and film from the point of view of the writer and organized around selected case studies of fiction and/or literary non-fiction adapted into film. Examples of literature and film are used to explore adaptation as a creative process. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

## FIRE TECHNOLOGY

### FIT-1

#### Fire Protection Organization

3 Units

(C-ID: FIRE 100X)

CSU

*Prerequisite: None.*

Description: Provides an introduction to fire protection; career opportunities in fire protection and related fields; philosophy and history of fire protection; fire loss analysis; organization and function of public and private fire protection services; fire departments as part of local government; laws and regulations affecting the fire service, fire service nomenclature; specific fire protection functions; basic fire chemistry and physics; introduction to fire protection systems; introduction to fire strategy and tactics. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

### FIT-2

#### Fire Behavior and Combustion

3 Units

(C-ID: FIRE 140X)

CSU

*Prerequisite: None*

Description: Theory and fundamentals of how and why fires start, spread, and are controlled; an in-depth study of fire chemistry and physics, fire characteristics of materials, extinguishing agents and fire control techniques. Adopted from the National Fire Academy Model Fire Science Associate Degree Curriculum. 54 hours lecture. (Letter Grade or Pass/No Pass option.)

### FIT-3

#### Fire Protection Equipment and Systems

3 Units

(C-ID: FIRE 120X)

CSU

*Prerequisite: None*

Description: Provides information relating to the features of design and operation of fire detection and alarm systems, heat and smoke control systems, special protection and sprinkler systems, water supply for fire protection and portable fire extinguishers. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

### FIT-4

#### Building Construction for Fire Protection

3 Units

(C-ID: FIRE 130X)

CSU

*Prerequisite: None*

Description: This course provides the components of building construction related to firefighting and life safety. The elements of construction and design of structures are shown to be key factors when inspecting buildings, preplanning fire operations and operating at emergencies. 54 hours lecture. (Letter Grade or Pass/No Pass option.)

### FIT-5

#### Fire Prevention

3 Units

(C-ID: FIRE 110X)

CSU

*Prerequisite: None*

Description: Provides fundamental information regarding the history and philosophy of fire prevention, organization and operation of a fire prevention bureau, use of fire codes, identification and correction of fire hazards and the relationship of fire prevention with fire safety education and detection and suppression. 54 hours lecture. (Letter Grade or Pass/No Pass option.)

### FIT-7

#### Principles of Fire and Emergency Services Safety and Survival

3 Units

CSU

*Prerequisite: None.*

Description: This course introduces the basic principles and history related to the national firefighter life safety initiatives, focusing on the need for cultural and behavioral change throughout the emergency services regarding first responder deaths and injuries. 54 hours lecture.

### FIT-C19B

#### Intermediate Wildland Fire Behavior(S-290)

1 Unit

*Prerequisite: None*

Description: This intermediate course is designed to provide the student with wild land fire behavior knowledge applicable for safe and effective wild land fire management activities. This course introduces students to characteristics and interaction of the wild land fire environment (fuels, weather and topography)that affects wild land fire behavior for safety purposes 16 hours lecture and 16 hours laboratory. (Letter Grade, Pass/No Pass option.)

### FIT-C30

#### Intermediate Incident Command System (I-300)

.50 Units

*Prerequisite: None*

Description: Provides public safety managers and supervisors with the terminology, duties and responsibilities of positions within the Incident Command System. Organizational relationships, flow of information, and emergency incident action planning are topics of discussion. The course provides guidelines for organizational growth during an emergency incident, and demobilization procedures for an emergency incident that is ending. 12 hours lecture and 12 hours laboratory. (Letter Grade, or Pass/No Pass option.)

### FIT-CFO3A

#### Human Resources Management Chief Fire Officer

1.50 Units

*Prerequisite: None*

*Advisory: FIT-CO2A or Company Officer certification*

Description: Designed to provide students with knowledge of the human resource requirements related to the roles and responsibilities of a Chief Fire Officer including developing plans for employee accommodations, developing hiring procedures, establishing personnel assignments, and developing a measurable accident and injury program. State Fire Marshal Chief Officer course. 28 hours lecture. (Letter Grade or Pass/No Pass Option) (Optional State Fire Marshal certification fee: \$80.00. Completion of this course does not ensure certification from the State Fire Marshal for non-sworn personnel.)

### FIT-CFO3B

#### Budget and Fiscal Responsibilities Chief Fire Officer

1 Unit

*Prerequisite: None*

*Advisory: FIT-CO2B or Company Officer certification*

Description: Designed to provide information on the roles and responsibilities of budgeting for a Chief Fire Officer including developing a budget management system, developing a division or department budget and describing the process for ensuring competitive bidding. State Fire Marshal Chief Officer course. 20 hours lecture. (Letter Grade or Pass/No Pass option.) (Optional State Fire Marshal certification fee: \$80.00. Completion of this course does not ensure certification from the State Fire Marshal for non-sworn personnel.)



**FIT-CFO3C****General Administration Functions Chief Fire Officer 1 Unit***Prerequisite: None**Advisory: FIT-CO2B or Company Officer certification*

Description: This course provides students with a basic knowledge of the administration requirements related to the roles and responsibilities of a Chief Fire Officer including directing a department record management system, analyzing and interpreting records and data, developing a model plan for continuous organizational improvement, developing a plan to facilitate approval, preparing community awareness programs, and evaluating the inspection program of the Authority Having Jurisdiction. State Fire Marshal Chief Officer course. 24 hours lecture. (Letter Grade or Pass/No Pass Option) (Optional State Fire Marshal certification fee: \$80.00. Completion of this does not ensure certification from the State Fire Marshal for non-sworn personnel.)

**FIT-CFO3D****Emergency Service Delivery Responsibilities 1 Unit***Prerequisite: None**Advisory: FIT-CO2D or Company Officer Certification*

Description: This course provides students with a basic knowledge of the emergency service requirements related to the roles and responsibilities of a Chief Fire Officer including developing a plan for the integration of fire services resources, developing an agency resource contingency plan, evaluating incident facilities, supervising multiple resources, developing and utilizing an incident action plan, obtaining incident information to facilitate transfer of command, developing and conducting post-incident analysis, and maintaining incident records. State Fire Marshal Chief Officer Course. 24 Hours Lecture (Letter Grade or Pass/No Pass option.) (Optional State Fire Marshal certification fee: \$80.00. Completion of this course does not ensure certification from the State Fire Marshal for non-sworn personnel.)

**FIT-CO2A****Human Resource Management 2 Units***Prerequisite: None*

Description: Designed to provide information for Company Officers on the use of human resources to accomplish assignments, evaluate members performance, supervising personnel, and integrating health and safety plans, policies, and procedures into daily activities as well as the emergency scene. State Fire Marshal Company Officer course. 40 hours lecture. (Letter Grade or Pass/No Pass option.) (Optional State Fire Marshal certification fee: \$80.00. Completion of this course does not ensure certification from the State Fire Marshal for non-sworn personnel.)

**FIT-CO2B****General Administrative Functions 1 Unit***Prerequisite: None*

Description: Designed to provide information on general administrative functions and the implementation of department policies and procedures and addresses conveying the fire department's role, image, and mission to the public. State Fire Marshal Company Officer course. 20 hours lecture. (Letter Grade or Pass/No Pass option.) (Optional State Fire Marshal certification fee: \$80.00. Completion of this course does not ensure certification from the State Fire Marshal for non-sworn personnel.)

**FIT-CO2C****Fire Inspections and Investigations 2 Units***Prerequisite: None*

Description: Designed to provide information on conducting inspections, identifying hazards and addressing violations, performing a fire investigation to determine preliminary cause and securing the incident scene and preserving evidence. State Fire Marshal Company Officer course. 40 hours lecture (Letter Grade or Pass/No Pass option.) (Optional State Fire Marshal certification fee: \$80.00. Completion of this course does not ensure certification from the State Fire Marshal for non-sworn personnel.)

**FIT-CO2D****All Risk Command Operations 1 Unit***Prerequisite: None**Advisory: FIT-COH1 and FIT-S3*

Description: Designed to provide information on conducting incident size-up, developing and implementing an initial plan of action involving single and multiunit operations for various types of emergency incidents to mitigate the situation following agency safety procedures, conducting preincident planning, and develop and conduct a post-incident analysis. State Fire Marshal Company Officer course. 20 hours lecture and 20 hours lab. (Letter Grade or Pass/No Pass option.) (Optional State Fire Marshal certification fee: \$80.00. Completion of this course does not ensure certification from the State Fire Marshal for non-sworn personnel.)

**FIT-CO2E****Wildland Incident Operations 1.50 Units***Prerequisite: None**Advisory: FIT-C19B*

Description: Designed to provide information on evaluating and reporting incident conditions, analyzing incident needs, developing and implementing a plan of action to deploy incident resources to suppress a wildland fire, establish an incident command post and completing incident records and reports. State Fire Marshal Company Officer course. 28 hours lecture and 12 hours laboratory. (Letter Grade or Pass/No Pass option.) (Optional State Fire Marshal certification fee: \$80.00. Completion of this course does not ensure certification from the State Fire Marshal for non-sworn personnel.)

**FIT-COH1****Hazardous Materials Incident Commander .50 Units***Prerequisite: None.**Advisory: Certification in Hazardous Materials First Responder Operational or equivalent.*

Description: Designed to provide the tools a person needs to assume control of an emergency response to a hazardous materials incident. It focuses on how to assess hazards, manage risk, comply with legal requirements and implement protective actions. Instructional methods include class activities, case studies and table top exercises with emphasis on hands-on decision-making. Certification through California Specialized Training Institute. 16 hours lecture. (Letter Grade or Pass/No Pass option.) (Optional State certification fee: \$7.00. Completion of this course does not ensure certification from the State Fire Marshal for non-sworn personnel.)

**FIT-E2A****First Responder Medical 2 Units***Prerequisite: None.*

Description: This course is specifically designed for pre-hospital emergency medical personnel, with special emphasis on field application practices and techniques vital to the interaction with EMS personnel. 38 hours lecture and 18 hours laboratory.



**FIT-INS1****Instructor I****1.50 Units***Prerequisite: None*

Description: Course is based on current National Fire Protection Association (NFPA) Standards which include NFPA 1041, Standard for Fire Instructor Professional Qualifications (2012). 24 hours lecture and 16 hours laboratory. (Optional State Fire Marshal certification fee: \$80.00. Completion of this course does not ensure certification from the State Fire Marshal for non-sworn personnel.)

**FIT-INS2****Instructor II****1.50 Units**

*Prerequisite: FIT-INS1 or equivalent (Note: Approval of equivalent enrollment eligibility is not a guarantee that state regulatory and licensing authorities will also grant equivalency for licensure or employment purposes.)*

Description: Course from the California Fire Services Training and Education System based on current National Fire Protection Association (NFPA) Standards which include NFPA 1041, Standard for Fire Instructor Professional Qualifications (2012). 24 hours lecture and 16 hours laboratory. (Optional State Fire Marshal certification fee: \$80.00. Completion of this course does not ensure certification from the State Fire Marshal for non-sworn personnel.)

**FIT-M20****Personal Philosophy-Leadership****2.50 Units***Prerequisite: None*

Description: This course will introduce the California Public Safety Leadership Certificate Program, providing the participants with a deepened understanding of self as it relates to leadership philosophies, knowledge, skills and abilities. Each participant will explore his or her own core values and begin to develop a personal philosophy of leadership. Through course presentations, dialogue and learning activities the participant will identify his or her leadership roles in the community to include self, family, professional and social, as well as define the difference between leaders and managers. The participant will complete self-assessments to gain insights into his or her personal leadership style and characteristics and participate in video and written case studies to further explore his or her understanding of leadership. 45 hours lecture.

**FIT-M21****Leading Others Ethically****2.50 Units***Prerequisite: None*

Description: This course is the second in the International Public Safety Leadership and Ethics Institute Program. This course is designed to provide the student with the knowledge, skills, and abilities to effectively and ethically lead others. The student will explore various aspects of exercising ethical leadership as they relate to team building, delegating, facilitating conflict resolution, coaching, and mentoring. The student will also gain an understanding of communication processes, empowerment, and leading in an ever-changing and diverse environment. The student will explore various theories of leadership, including situational leadership, transformation leadership, net-centric, and servant leadership. 45 hours lecture..

**FIT-M22****Ethical Leadership in Organizations****2.50 Units***Prerequisite: None*

Description: This course is the third in the continuing series of the International Public Safety Leadership and Ethics program. The student will explore the leadership process and the leader-follower relationship within organizational settings. Additionally, the influence of organizational culture, values, and contemporary societal issues on leadership effectiveness will be explored as well as the concepts of organizational health, defenses, and change. Students will also explore how a person exercising leadership moves an organization from vision to action 45 hours of lecture.

**FIT-M23****Ethics and the Challenge of Leadership****2.50 Units***Prerequisite: None*

Description: This course is the fourth and final course in the program of the International Public Safety Leadership and Ethics program. The student will correlate personal core values and characteristics to complex ethical decisions and behaviors. In addition, the student will explore ethical and principle-centered leadership, including ethical systems, ethical dilemmas, and ethical decision-making models. The student will also examine challenges and develop strategies for exercising leadership in agency's serving diverse and dynamic communities. 45 hours lecture. (Pass/No Pass option)

**FIT-S3****Basic Fire Fighter Academy****19 Units***Prerequisite: FIT-1 and FIT-S3A**Advisory: ENG-50, MAT-52, REA-82 or qualifying test scores*

*Limitation on enrollment: Successful completion of the Certified Physical Abilities Test (CPAT or Biddle) within nine months of the start date of the Fire Academy, and a Fire Academy Medical Clearance once the student has been offered placement in the Fire Academy Program, and California Emergency Medical Technician Basic Certification*

Description: Provides individuals with the knowledge and skills to safely perform, under minimal supervision, essential and advanced fire ground tasks. Tasks include basic rescue operations, auto extrication, basic fire suppression, fire prevention, fire investigation, Incident Command System (ICS), hazardous materials, and tool selection and identification. Students will also learn to use, inspect and maintain various types of firefighting and rescue equipment. Completion of this course satisfies the manipulative and academic training requirements as established by the California State Fire Marshal to become certified as a Firefighter I. 235 hours lecture and 325 hours laboratory. (Optional State Certificate fee: \$329.60)

**FIT-S3A****Introduction to Fire Academy and Physical Conditioning for Fire Academy Students****1.50 Units***Prerequisite: None*

*Limitation on enrollment: Enrollment in this course is contingent upon acceptance into the Basic Fire Academy*

Description: This course is a six-week physical conditioning and Fire Academy orientation program that prepares future fire academy cadets for the physical and emotional demands of the Fire Academy. Students will participate in muscular strength development, cardio-respiratory endurance training, body composition assessment, physical agility and flexibility training. Additionally, students will be introduced to the paramilitary format of the Fire Academy and the expectations that are placed on Fire Academy cadets. 24 hours lecture and 24 hours laboratory.

**FIT-S3B****Firefighter I Academy Skills Review and Certification 1.50 Units***Prerequisite: None**Advisory: FIT-S3 (Note: Approval of equivalent enrollment eligibility is not a guarantee that state regulatory and licensing authorities will also grant equivalency for licensure or employment purposes.)*

Description: Reinforces, combines, and integrates the skills learned in the basic fire academy in accordance with the State Fire Marshal (SFM) Firefighter I curriculum. Successful completion of this course provides the student with the opportunity to become certified as a firefighter in the State of California and outside of California with those states that offer reciprocity. This course will meet the certification standards outlined by California State Fire Marshals 2013 FFI Certification Training Standard. 12 hours lecture and 36 hours laboratory. (Pass/No pass only.) (Completion of this course does not ensure certification from the State Fire Marshal for non-sworn personnel.)

**FIT-S21****Public Safety Honor Guard Academy 1.50 Units***Prerequisite: None*

Description: This course provides individuals with the knowledge and skills to perform, under minimal supervision, basic and essential honor guard drill and funeral management. These shall include basic military drill, ceremonial skills, history of honor and color guards, funeral types and options, pre-funeral preparations, flag etiquette, church and casket procedures and a basic knowledge of the Incident Command System. In addition, students will learn to use, inspect and maintain various types of fire fighting and rescue equipment for ceremonial details. Completion of this course satisfies the manipulative and academic training requirements for the public safety honor guard academy. 18 hours lecture and 30 hours laboratory. (Letter grade only)

**FIT-200****Fire Technology 1-4 Units**  
CSU\**Prerequisite: None**Advisory: Students should have paid or voluntary employment*

Description: This course is designed to coordinate the student's occupational on-the-job training with related instruction in work-related skills. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. Students enrolling in WKX-200 are administratively moved to the appropriate general or occupational work experience course after the first class meeting based upon several factors, including the number of hours worked during the semester, occupational program requirements, and type of work in which the student is engaged. 18 hours orientation and 60 hours of volunteer work experience (maximum of 240 hours) or 75 hours of paid work experience (maximum of 300 hours) are required for each enrolled unit. (Letter grade or Pass/No Pass)

---

## GEOGRAPHY

---

**GEG-1****Physical Geography 3 Units**

(C-ID: GEOG 110)

UC, CSU

*Prerequisite: None*

Description: The interacting physical processes of air, water, land, and life that impact Earth's surface. Topics include weather and climate, the water cycle, landforms and plate tectonics, and the characteristics of plant and animal life. Emphasis is on interrelationships among systems and processes and their resulting patterns and distributions. There is a heavy emphasis on maps as descriptive and analytical tools. Students may not receive credit for both GEG-1 and GEG-1H. 54 hours lecture.

**GEG-1H****Honors Physical Geography 3 Units**

(C-ID: GEOG 110)

UC, CSU

*Prerequisite: None**Limitation on enrollment: Enrollment in the Honors Program.*

Description: The interacting physical processes of air, water, land, and life which impact Earth's surface. Topics include weather and climate, the water cycle, landforms and plate tectonics, and the characteristics of plant and animal life. Emphasis is on interrelationships among systems and processes and their resulting patterns and distributions. There is a heavy emphasis on maps as descriptive and analytical tools. The honors course offers an enriched experience for accelerated students by limited class size, seminar format, student generated and led discussions and projects, the application of higher level thinking, reading, and writing skills analysis, synthesis, and evaluation. Students may not receive credit for both GEG-1 and GEG-1H. 54 hours lecture.

**GEG-1L****Physical Geography Laboratory 1 Unit**

(C-ID: GEOG 111)

UC, CSU

*Prerequisite: None**Corequisite: GEG-1DE or GEG-1H*

Description: Practical application of scientific principles through geographically based in-class exercises using a variety of tools, such as maps, photos, and data in various forms. 54 hours laboratory.

**GEG-2****Human Geography 3 Units**

(C-ID: GEOG 120)

UC, CSU

*Prerequisite: None.*

Description: The geographic analysis of the human imprint on the planet. A study of diverse human populations, their cultural origins, diffusion and contemporary spatial expressions emphasizing demography, languages, religions, urbanization, landscape modification, political units and nationalism, economic systems and development. Emphasis is given to interrelationships between human activities and the biophysical environment. 54 hours lecture.

**GEG-3****World Regional Geography 3 Units**

(C-ID: GEOG 125)

UC, CSU

*Prerequisite: None.*

Description: A study of major world regions, emphasizing current characteristics and issues including cultural, economic, political, and environmental conditions. Topics may include the natural environment, population distribution, cultural practices, political institutions, economic development, agricultural practices, and urbanization. 54 hours lecture.

**GEG-7****Map Interpretation and Analysis 3 Units**

(C-ID: GEOG 150)

UC, CSU

*Prerequisite: None.*

Description: Introduction to maps, images and geographic techniques. Techniques include map and aerial photograph interpretation, tabular data, spatial statistics, cartography, Global Positioning Systems (GPS), Internet mapping, remote sensing and Geographic Information Systems (GIS) that aid in data collection, analysis and presentation. 54 hours lecture.

**GEG-8**  
**Introduction to Geographic Information Systems and Techniques, with Lab** **3 Units**

(C-ID: GEOG 155)

UC, CSU

*Prerequisite: None*

Description: Study of Geographic Information Systems (GIS) science and its applications to spatial data management, including identification and acquisition of GIS data, assessment of vector and raster systems, scale, resolution, map projection, coordinate systems, georeferencing and Global Positioning systems (GPS), spatial analysis, and modeling with GIS. 36 hours lecture and 54 hours laboratory.

## GUIDANCE

**GUI-45**  
**Introduction to College** **1 Unit**

UC\*, CSU

*Prerequisite: None*

Description: Guidance 45 is designed to introduce academic and occupational programs, college resources and personal factors that contribute to success as a college student. This course includes an extensive exploration of Riverside Community College District resources and policies, orientation to college life, student rights and responsibilities, as well as certificates, graduation and transfer requirements. Students will prepare a Student Educational Plan (S.E.P.). Outcomes of higher education will be discussed through the exploration and application of sociological and psychological principles that lead to success in college and in accomplishing goals. As a result of class activities and exploration of factors influencing educational decisions, class members will be able to utilize the information obtained in class to contribute to their college success. 18 hours lecture. (Pass/No Pass only.)

**GUI-46**  
**Introduction to the Transfer Process** **1 Unit**

UC\*, CSU

*Prerequisite: None.*

Description: Provides an introduction to the transfer process. This course includes an in-depth exploration of transfer requirements, admission procedures, requirements for majors and financial aid opportunities. The information learned will enable students to make informed choices on majors, four-year institutions and in academic planning. 18 hours lecture. (Letter Grade, or Pass/No Pass option.)

**GUI-47**  
**Career Exploration and Life Planning** **3 Units**

UC\*, CSU

*Prerequisite: None*

Description: In depth career and life planning; topics include extensive exploration of one's values, interests and abilities; life problem-solving and self-management skills; adult development theory and the changes that occur over the life span; self-assessment including identifying one's skills and matching personality with work. An intensive career investigation; decision making, goal setting and job search strategies, as well as resume writing and interviewing skills will also be addressed. This course is designed to assist those students considering the transition of a career change or undecided about the selection of a college major. 54 hours lecture.

**GUI-48**  
**College Success Strategies** **2 Units**

UC\*, CSU

*Prerequisite: None*

Description: This comprehensive course integrates personal growth and values, academic study strategies and critical thinking techniques. Students will obtain skills and personal/interpersonal awareness necessary to succeed in college. 36 hours lecture.

**GUI-48A**  
**College Success Strategies-Study Skills** **1 Unit**

UC, CSU

*Prerequisite: None*

Description: This course is designed to increase the student's success in college by assisting the student in obtaining study skills necessary to reach educational and career goals. Topics include time management, test taking, and study techniques. 18 hours lecture. (Letter Grade, or Pass/No Pass option)

## HEALTH SCIENCE

**HES-1**  
**Health Science** **3 Units**

(Same as BIO-35)

UC, CSU

*Prerequisite: None*

Description: This course is a general education course that offers a basic study of human health and health care as revealed in the anatomy and physiology of the body, nutrition, exercise, stress management, weight management, protection from degenerative and communicable diseases, personal safety, environmental health, and professional medical care. The scientifically discussed dimensions of wellness include body, mind and spirit. Students will explore making responsible decisions regarding all aspects of healthy life style including getting fit, disease prevention and treatments, substances use and abuse, human sexuality, and selection of health providers. This course satisfies the California requirement in drug, alcohol, tobacco and nutrition education for teacher certification. 54 hours lecture.

## HEALTHCARE TECHNICIAN

**HET-79**  
**Intro Health Care Careers** **2 Units**

*Prerequisite: None.*

Description: Provides overview of healthcare careers and educational requirements. Explores professional options and focuses on basic skills competencies required in all health care professions.

## HISTORY

**HIS-1**  
**History of World Civilizations 1** **3 Units**

(C-ID: HIST 150)

UC, CSU

*Prerequisite: None*

Description: A survey of the historical development of global societies, major social, political, and economic ideas and institutions from their origins until the 16th century. Principal areas to be covered are: African civilizations of the Nile and sub-Saharan areas, Mesopotamian civilizations, Greek and Roman Civilizations, Medieval and Reformation Europe, the Indus River, China and Japan. 54 hours lecture.

**HIS-2****History of World Civilizations II****3 Units**

(C-ID: HIST 160)

UC, CSU

*Prerequisite: None**Advisory: REA-83 and qualification for ENG-1A*

Description: A survey of the evolution of modern world civilizations from the 16th century emergence of new global political, economic, social, and intellectual patterns, through the era of industrialization and imperialism, to the world wars of the 20th century and the present. 54 hours lecture.

**HIS-4****History of Western Civilization I****3 Units**

(C-ID: HIST 170)

UC, CSU

*Prerequisite: None*

Description: A survey of the historical development of Western societies major social, political, and economical ideas and institutions from their origins in the ancient Middle East, Greece and Rome, through European Middle Ages, to the Protestant and Catholic Reformations. 54 hours lecture.

**HIS-5****History of Western Civilization II****3 Units**

(C-ID: HIST 180)

UC, CSU

*Prerequisite: None*

Description: A survey of the evolution of modern Western ideas and institutions from the age of the Scientific Revolution, through the Democratic and Industrial Revolutions and the World Wars to the present. 54 hours lecture.

**HIS-6****Political and Social History of the United States****3 Units**

(C-ID: HIST 130)

UC, CSU

*Prerequisite: None*

Description: Political, social, and economic development of the United States from precolonial background and colonial foundations to 1877; the evolution of American thought and institutions; principles of national, state, and local government. Students may not receive credit for both HIS-6 and and HIS-6H. 54 hours lecture.

**HIS-6H****Honors Political and Social History of the United States****3 Units**

(C-ID: HIST 130)

UC, CSU

*Prerequisite: None**Advisory: REA-83 and qualification for ENG-1A**Limitation on enrollment: Enrollment in Honors Program*

Description: Political, social, and economic development of the United States from precolonial background and colonial foundations to 1877; the evolution of American thought and institutions; principles of national, state, and local government. This honors course offers an enriched experience for accelerated students through limited class size, seminar format, focus on primary texts, and application of higher level critical thinking skills. Students may not receive credit for both HIS-6 and and HIS-6H. 54 hours lecture.

**HIS-7****Political and Social History of the United States****3 Units**

(C-ID: HIST 140)

UC, CSU

*Prerequisite: None*

Description: Political, social and economic development of the United States from 1877 to the present; the evolution of American thought and institution; principles of national, state, and local government. Students may not receive credit for both HIS-7 and HIS-7H. 54 hours lecture.

**HIS-7H****Honors Political and Social History of the United States****3 Units**

(C-ID: HIST 140)

UC, CSU

*Prerequisite: None**Advisory: REA-83 and qualification for ENG-1A**Limitation on enrollment: Enrollment in the Honors Program*

Description: Political, social and economic development of the United States from 1877 to the present; the evolution of American thought and institution; principles of national, state, and local government. This honors course offers an enriched experience for accelerated students through limited class size, seminar format, focus on primary texts, and application of higher level critical thinking skills. Students may not receive credit for both HIS-7 and HIS-7H 54 hours lecture.

**HIS-11****Military History of the United States to 1900****3 Units****(Same as MIL-1)**

UC, CSU

*Prerequisite: None**Advisory: REA-83 and qualification for ENG-1A*

Description: An examination of the evolution of American military and naval practices and institutions as they have developed through the major wars involving the United States up to 1900. The roles of leadership and technology and their impact upon the art of war will also be discussed. 54 hours lecture.

**HIS-12****Military History of the United States Since 1900****3 Units**

UC, CSU

*Prerequisite: None**Advisory: REA-83 and qualification for ENG-1A*

Description: An examination of the evolution of American military and naval practices and institutions as they have developed through major wars of the twentieth century, with emphasis upon two world wars. The roles of leadership and technology and their impact upon the art of war will also be discussed. 54 hours lecture.

**HIS-14****African American History I****3 Units**

UC, CSU

*Prerequisite: None**Advisory: REA-83 and qualification for ENG-1A*

Description: A selected study of the complex continent from which African Americans came with special emphasis on the historical, political and socio-cultural aspects of African civilizations in Ancient Egypt and the western Sudan; the transformation of the continent and of Africans through the transatlantic slave trade; and a study of the African American experience during their confinement as slaves in British North America and the early national and ante-bellum periods through the Civil War and Emancipation. 54 hours lecture.



**HIS-15**  
**African American History II** 3 Units

UC, CSU

*Prerequisite: None*

*Advisory: REA-83 and qualification for ENG-1A*

Description: A study of the economic, political, social and cultural history and traditions of African Americans since Reconstruction. An examination of African American struggle for identity and status since the late 19th century, including: concepts of integration, segregation, accommodation, nationalism, separatism, Pan Africanism; social forces of Jim Crow, Great Migration, Harlem Renaissance, legislative and political action, Civil Rights Revolution, and concerns of post civil rights era. 54 hours lecture.

**HIS-21**  
**History of Ancient Greece** 3 Units

UC, CSU

*Prerequisite: None*

*Advisory: Qualification for ENG-1A*

Description: A survey of Greek history from Minoan and Mycenaean civilizations through the Hellenistic period. Emphasizes the development of Greek culture from its earlier Mediterranean origins through the development of Athenian democracy and Alexanders conquest. 54 hours lecture.

**HIS-22**  
**History of Ancient Rome** 3 Units

UC, CSU

*Prerequisite: None*

*Advisory: Qualification for ENG-1A*

Description: An overview of Roman history and civilization from the legendary founding of Rome in 753 BCE to the collapse of the Roman Empire's central administration in the West in 476 CE. 54 hours lecture.

**HIS-26**  
**History of California** 3 Units

UC, CSU

*Prerequisite: None*

Description: A survey of the history of California from the pre-Columbian period to the present, with emphasis on the period since statehood in 1850. 54 hours lecture.

**HIS-31**  
**Introduction to Chicano/a Studies** 3 Units

UC, CSU

*Prerequisite: None*

Description: This course is a survey of regional Chicano/a population historical and cultural roots, and social problems from the Spanish and Mexican colonial period to the present. Included is an examination of the principles of state and local government as well as political, economic and social forces as they relate to contemporary Chicano/a problems. Considers the Constitution of the United States and its relevance to Chicanos as Americas second largest minority group. 54 hours lecture.

**HIS-34**  
**History of Women in America** 3 Units

UC, CSU

*Prerequisite: None*

Description: A survey of the political social and cultural institutions which have shaped the role and character of women in America. The historical role of women in the development of the nation, and the ongoing struggle to achieve political, economic, and social equality will be examined. 54 hours lecture.

**HIS-35**  
**History of England** 3 Units

UC, CSU

*Prerequisite: None*

*Advisory: Qualifying reading placement level recommended*

Description: A historical survey of developments of the major social, political, and economic ideas and institutions of England from the Roman occupation, the coming of the Anglo-Saxons, the Norman Invasion, the Tudor and Stuart reigns, the age of Enlightenment, and modern England. 54 hours lecture.

## HOMELAND SECURITY

**HLS-1**  
**Introduction to Homeland Security** 3 Units

CSU

*Prerequisite: None*

Description: This course is designed to introduce students to a comprehensive overview of homeland security from an all-hazard, multi-disciplinary perspective. Students will examine threats to homeland security, including natural and technological disasters, as well as acts of domestic and international terrorism, including weapons of mass destruction. Students will review the roles and responsibilities of government agencies, private organizations, and individual citizens in homeland security including but not limited to law enforcement, fire, EMS, public health, education, mental health, and special districts (water, utilities, sanitation). Students will meet the state and federal requirements for certification in SEMS/NIMS by completing: IS 100 (Introduction to Incident Command), IS 200 (ICS for Single Resources and Initial Action Incidents), IS 700 (National Incident Management System: An Introduction) and IS 800 (National Response Plan: An Introduction). 54 lecture hours.

**HLS-2**  
**Preparedness for Emergencies, Disasters and Homeland Security Incidents** 3 Units

CSU

*Prerequisite: HLS-1*

Description: This course is designed to instruct students in the theory and practice of basic preparedness for major incidents such as terrorist attacks, disasters both natural and man-made. Students will receive a comprehensive examination of mitigation and preparation from a multi-disciplinary perspective. Specific topics of discussion include trainings and exercises, supplies and equipment and necessary documentation. 54 hours lecture.

**HLS-3**  
**Response to Emergencies, Disasters and Homeland Security Incidents** 3 Units

CSU

*Prerequisite: HLS-1*

Description: This course is designed to instruct students in the theory and practice of response to major incidents such as terrorist attacks and disasters both natural and man-made. Students will undertake a comprehensive examination of response structure from local, state and Federal agency perspectives. Specific topics of discussion include differences in roles and responsibilities, Incident Command System, communication among response agencies and the role of volunteer agencies in response. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)



**HLS-4**  
**Recovery in Emergencies, Disasters and Homeland Security Incidents** 3 Units  
 CSU

*Prerequisite: HLS-1*

Description: This course is designed to introduce students to recovery issues that may ensue following a disaster, emergency, or homeland security incident. Students will conduct a comprehensive, examination of recovery from a multi-disciplinary perspective. Specific topics of discussion and analysis include recovery planning, supplies and equipment and necessary documentation. 54 hours lecture.

**HLS-5**  
**Investigation of Emergencies, Disasters and Homeland Security Incidents** 3 Units  
 CSU

*Prerequisite: HLS-1*

Description: This course is designed to instruct first responders, emergency personnel and community members in the theory and practice of basic investigative techniques, challenges and strategies for major incidents such as terrorist attacks, manmade and natural disasters. Students will receive a comprehensive examination of investigation from a multidisciplinary perspective. Specific topics of discussion include different types of investigations, legal issues, resources and necessary documentation. 54 hours lecture.

**HLS-6**  
**Case Studies in Emergencies, Disasters and Homeland Security Incidents** 3 Units  
 CSU

*Prerequisite: HLS-1*

Description: This course is designed to introduce students to case studies of historical emergencies, disasters and Homeland Security incidents and how they relate to preparedness for future events. Students will focus on a variety of case studies from an all-hazard, multi-disciplinary perspective. Students will examine case studies covering both current and historical events, including disasters and terrorist events, and responses at local, state, national and international levels. Students will evaluate the lessons learned from these events and their impact on society and current policy. 54 hours lecture.

## HUMAN SERVICES

**HMS-4**  
**Introduction to Human Services** 3 Units  
 CSU

*Prerequisite: None.*

Description: This is an introductory course for students interested in a career in Human Services. Covers the history of Human Services, types and functions of Human Services agencies, careers in Human Services, skills utilized in the Human Services professions, ethics, current trends and issues, human need theory and self-support techniques for Human Services workers. 54 hours lecture.

**HMS-5**  
**Introduction to Evaluation and Counseling** 3 Units  
 CSU

*Prerequisite: None.*

Description: This is an introduction to the basic skills and techniques of evaluation and counseling. Course covers listening, responding, building trust, questioning, assessment, reflecting strengths, referral, values and ethics. Designed for professionals and paraprofessionals in Human Services positions and students preparing for a career in Human Services. 54 hours lecture.

**HMS-6**  
**Introduction to Case Management** 3 Units  
 CSU

*Prerequisite: None.*

Description: An introductory course that familiarizes students with the basic concepts and skills of case management. Designed to provide students with knowledge and skills that can be applied to a variety of Human Service settings. 54 hours lecture..

**HMS-7**  
**Introduction to Psychosocial Rehabilitation** 3 Units  
 CSU

*Prerequisite: None*

Description: An introduction to the principles and practices providing support services to persons with psychiatric disabilities who are undergoing rehabilitation and transitioning to recovery. Includes the theory, values and philosophy of psychosocial rehabilitation, diagnostic categories and symptoms of mental illnesses, development of support systems, disability management and approaches to service delivery, skills and ethics. 54 hours lecture.

**HMS-8**  
**Introduction to Group Process** 3 Units  
 CSU

*Prerequisite: None*

Description: An introduction to the theory and dynamics of group interaction including psycho-educational, support and therapeutic context. The various stages and processes of group development are studied using both a conceptual and experiential approach. This course is intended to assist persons who will function as leaders in a variety of small group situations. 54 hours lecture.

**HMS-13**  
**Employment Support Strategies** 3 Units  
 CSU

*Prerequisite: None*

Description: An introductory course for those who are either working or preparing to work in Human Service agencies and other settings which assist individuals in securing and maintaining employment. Principles of employment support services, assessment for work readiness, identification of strengths, removal of employment barriers, identification of community training and employment resources, job search and match, job coaching and support planning are emphasized. 54 hours lecture.

**HMS-14**  
**Job Development** 3 Units  
 CSU

*Prerequisite: None.*

Description: An introduction to the theory, skills and practices used by job developers to successfully place individuals in jobs. Includes principles of job development, marketing, networking with employers, presentation skills, career counseling, vocational assessment and job match, placement and retention. 54 hours lecture.

**HMS-16**  
**Public Assistance and Benefits** 1 Unit  
 CSU

*Prerequisite: None*

Description: A course which provides an introduction and overview of public assistance and benefits available under local, state and federal programs. Examines eligibility requirements and methods used to evaluate applications for selected benefit programs. Includes application of economics, legal and ethical principles related to administration of public assistance. 18 hours lecture.

**HMS-17****Introduction to Public Mental Health** 3 Units  
CSU*Prerequisite: None.*

Description: An introductory course for students interested in public mental health. An overview of the history of public mental health, the types and functions of agencies, practices, careers, professional ethics, current trends and issues is provided. 54 hours lecture.

**HMS-18****Introduction to Social Work** 3 Units  
CSU*Prerequisite: None*

Description: Study of theory and principles of generalist social work practice within an ecological framework. Introduction to the generalist intervention model across the micro, mezzo, macro continuum. Introduction to professional social work values and ethics, and issues of diversity underlying generalist practice. 54 hours lecture.

**HMS-19****Generalist Practices of Social Work** 3 Units  
CSU*Prerequisite: None.*

Description: The course emphasizes generalist engagement, assessment, planning, intervention, evaluation, termination and follow-up across the micro-macro continuum. Special attention is given to the bio-psychosocial spiritual assessment, child abuse assessment, suicide assessment, crisis intervention and content on diversity, oppression and social justice. 54 hours lecture.

**HMS-20****Medical Social Work** 3 Units  
CSU*Prerequisite: None*

Description: An introduction to the principles of a career in social work and social sciences based fields. This course spans the spectrum from early efforts in healthcare to contemporary healthcare reform. Provides a definition for social work practice in health care settings and develops the reader knowledge, skill and value base necessary for effective healthcare practice. Emphasis is on the importance of being attentive to the needs of both the patient and organization, ethical obligations and trends in healthcare policy. 54 hours lecture.

**HMS-21****Justice System Studies - Forensic Social Work** 3 Units  
CSU*Prerequisite: None*

Description: An introductory course on the principles of forensic social work. Emphasis given on a foundation for developing knowledge, skills and abilities related to a pathway of understanding forensic social work. 54 hours lecture.

**HMS-23****Careers in Social Work - Law and Ethics** 3 Units  
*Prerequisite: None*

Description: An introduction to the principles of law and ethics on the career pathway of social work practice. Emphasis is on legal and ethical issues affecting social work practitioners and integrates the values of the NASW- Code of Ethics and current BBS requirement and standards. 54 hours lecture.

**HMS-24****Careers in Social Work - Self-Care for Human Services Professionals** 3 Units  
*Prerequisite: None**Prerequisite: None*

Description: An introduction to the principles of self-care for individuals on the career pathway of human services/social work. Emphasis is on a theoretical overview of symptomology, personal, social and professional stress factors associated with career burnout for helping practitioners to develop effective self-care practices and activities that support career longevity and work/life balance. 54 hours lecture.

**HMS-25****Careers in Social Work - Crisis-Intervention Management** 3 Units  
*Prerequisite: None**Prerequisite: None*

Description: An introduction to the principles of crisis-intervention management. Study of treating child maltreatment, adolescent crises, and intimate partner violence. Emphasis on developing knowledge, skills and abilities to respond accordingly to crisis situations on the career pathway of human services and social work. 54 hours lecture.

**HMS-26****Careers in Social Work - Trauma-Focused Counseling** 3 Units  
*Prerequisite: None**Prerequisite: None*

Description: An introduction to the principles of counseling individuals that have experienced trauma, generational trauma, and community trauma. Emphasis on developing knowledge, skills and abilities to implement effective trauma treatment on the career pathway of human services and social work. 54 hours lecture.

**HMS-27****Careers in Social Work - Multi-Cultural Counseling** 3 Units  
*Prerequisite: None**Prerequisite: None*

Description: Introduction to the principles of multicultural counseling on the career pathway of human services/social work. Emphasis on developing knowledge, skills and abilities to utilize culturally appropriate counseling techniques. 54 hours lecture.

**HMS-28****Careers in Social Work - Military Social Work** 3 Units  
*Prerequisite: None**Prerequisite: None*

Description: An introduction to the principles, theories and practices on the career pathway of military social work. An overview is given of the unique culture of military families, their resilience, and the challenges of military life. Emphasis is on family studies and family psychology of serving those in the U.S. Armed Forces. 54 hours lecture.

**HMS-29****Careers in Social Work - Introduction to Careers in Social Work** 3 Units  
*Prerequisite: None**Prerequisite: None*

Description: An introduction to the career pathways of human services and social work. Emphasis is on understanding the educational steps to achieve success along the pathway and developing an understanding of the many fields of practice in human services and social work. 54 hours lecture. (Letter grade only)

**HMS-34****Behavioral Therapist - Counseling Emotionally Disabled Students** 3 Units  
*Prerequisite: None**Prerequisite: None*

Description: An introduction to the principles of counseling emotionally disabled students. Emphasis is on integrity in practice and development of knowledge, skills and values. Bridges the career pathway to working with clients with disabilities. 54 hours lecture.

**HMS-35****Behavioral Therapist - Counseling Students with a Learning Disability 3 Units***Prerequisite: None*

Description: An introduction to the principles of counseling students with a learning disability. Emphasis is on integrity in practice and development of knowledge, skills and values. Bridges the career pathway to working with clients with disabilities. 54 hours lecture.

**HMS-36****Behavioral Therapist - Counseling Families of Special Needs Youth 3 Units***Prerequisite: None*

Description: An introduction to the principles of counseling families of special needs youth. Study of understanding how parents and families are impacted by children with disabilities and in supporting the family system through counseling. Emphasis is on integrity in practice and development of knowledge, skills and values. Bridges the career pathway to working with clients with disabilities. 54 hours lecture.

**HMS-37****Behavioral Therapist - Counseling of Clients with Disabilities 3 Units***Prerequisite: None*

Description: An introduction to the principles of counseling clients with disabilities. Emphasis is on integrity in practice and development of knowledge, skills and values. Bridges the career pathway to working with clients with disabilities. 54 hours lecture.

**HMS-38****Behavioral Therapist - Introduction to Applied Behavioral Analysis 3 Units***Prerequisite: None*

Description: An introduction to the principles of Applied Behavioral Analysis (ABA Therapy). Emphasis is on integrity in practice and development of knowledge, skills and values. Bridges the career pathway to working with clients with disabilities. 54 hours lecture.

**HMS-39****Behavioral Therapist - Introduction to Special Education and the IEP (Individualized Education Program) 3 Units***Prerequisite: None Course Credit Recommendation: Degree Credit*

Description: An introduction to the principles of working with special needs children in the school-based system and the IEP (Individualized Education Program) process. Emphasis is on integrity in practice and development of knowledge, skills and values. Bridges the career pathway to working with clients with disabilities. 54 hours lecture.

**HMS-41****Family Studies - Counseling Victims of Domestic Violence 3 Units***Prerequisite: None*

Description: An introduction to counseling survivors of domestic violence along the career pathway of human services and social work. Emphasis is on developing knowledge, skills and abilities necessary when working with domestic violence survivors. 54 hours lecture. (Letter grade)

**HMS-42****Family Studies - Counseling in Foster Care 3 Units***Prerequisite: None*

Description: An introduction to the principles of counseling at-risk children, youth and families in foster care. Emphasis on developing knowledge, skills and abilities related to implementing counseling services in child welfare. 54 hours lecture.

**HMS-43****Family Studies - Counseling in Gerontology 3 Units***Prerequisite: None*

Description: An introduction to the principles of geriatric counseling. Emphasis on developing knowledge, skills and abilities necessary when working with older adults. Application of theoretical frameworks for geriatric counseling as well as an understanding of how the developmental stage impacts the client and counseling process. 54 hours lecture.

**HMS-44****Justice System Studies - Counseling Youth in Gangs 3 Units***Prerequisite: None*

Description: An introductory course on the pathway of counseling youth in gangs. Emphasis is on the development of knowledge, skills and abilities related to implementing counseling services to this population within individual and group settings. 54 hours lecture.

**HMS-45****Justice System Studies - Counseling Youth on Probation 3 Units***Prerequisite: None*

Description: An introductory course on the pathway of counseling youth on probation. Emphasis on developing knowledge, skills and abilities related to implementing counseling services to youth on probation across the micro, mezzo, and macro continuum. 54 hours lecture.

**HMS-46****Justice System Studies - Counseling Adults on Parole 3 Units***Prerequisite: None*

Description: An introduction on the career pathway towards counseling adults on parole. Emphasis on developing knowledge, skills and abilities related to implementing counseling services to this population across the micro, mezzo, and macro continuum. 54 hours lecture.

**HMS-47****Counseling of Residential Treatment Clients 3 Units***Prerequisite: None*

Description: An introduction to the principles of counseling in prisons, probation, parole agencies, diversion programs, group homes, halfway houses, pre-release facilities and US jail environments. Emphasis on counseling of populations ranging from offenders to the para-professional; the young adults; addiction and substance abuse offenders to the sex offender, and victims. This is a comprehensive course that will challenge students and prepare them to control their personal feelings and in restoring order within group counseling context. 54 hours lecture. (Letter Grade only)

**HMS-48****Justice System Studies - Case Management Corrections 3 Units***Prerequisite: None*

Description: An introduction to the principles of case management skills within correctional facilities. Emphasis on developing knowledge, skills and abilities in the career pathway of the justice system. 54 hours lecture.

**HMS-49****Careers in Social Work - Counseling Athletes 3 Units***Prerequisite: None*

Description: An introduction to the principles of counseling athletes. Emphasis on helping student athletes become successful in the classroom, on the field, as well as in life and relationships. 54 hours lecture.

**HMS-69****Careers in Social Work- Entry Level Employment and Career Planning in Human Services 3 Units***Prerequisite: None*

Description: An introduction to the principles of career pathway planning with emphasis on entry level positions for paraprofessionals in social work and human services. Self-assessment including identifying one's skills and matching personality with work in human services careers. An intensive career investigation; Emphasis on developing practical knowledge, skills and abilities to acquire local, county, state-wide and federal certifications for entry level employment through long-term career planning. Decision making, goal setting and job search strategies. Resume writing and interviewing skills. This course is designed to assist those students considering careers in human services and the helping professions. 54 hours lecture.

**HMS-70****Social Work Administration Studies - Non-Profit Organizations 3 Units***Prerequisite: None*

Description: An introduction to the career pathway of managing non-profit organizations. Emphasis on the influence of policy on non-profit organizations and how to better navigate policy making and regulatory contexts by examining both management challenges and successes. 54 hours lecture.

**HMS-71****Social Work Administration Studies - Grant Writing 3 Units***Prerequisite: None*

Description: An introduction to the principles grant writing for research proposals and organizational funding. Emphasis on the planning, writing, and winning of grants. This course introduces students to the process of writing grants, forming grant budgets, how to format, polish, and submit grant proposals. 54 hours lecture.

**HMS-72****Social Work Administration Studies - Social Welfare Policy 3 Units***Prerequisite: None*

Description: An introduction to the principles of how social welfare policy impacts U.S. and global societies. Emphasis on U.S. border policy to U.S. government, child welfare, criminal justice, healthcare and social service policy. Overview of how globalization impacts social workers through its impact on technology, war trauma, and restorative justice. A heavy emphasis of this course is on finding sustainable social policy through an ecosystem and sustainable policy analysis framework. 54 hours lecture.

**HMS-73****Social Work Administration Studies - Administration in Social Work 3 Units***Prerequisite: None*

Description: An introduction to the principles of developing an understanding of the administration in social work career pathway. Emphasis on the foundation for developing knowledge, skills and abilities in the service area. 54 hours lecture.

**HMS-74****Social Work Administration Studies - Social Work Theory 3 Units***Prerequisite: None*

Description: An introduction to the principles of social work theory along the career pathway of administration in social work. Emphasis on how theory impacts and informs social work practice across a range of contexts and with different service user groups. Coverage includes: psychological theories, sociological theories, organizational theories, political theories and ideologies, and ethical and moral philosophies. 54 hours lecture.

**HMS-200****Human Services Work Experience 1-4 Units**

CSU\*

*Prerequisite: None**Advisory: Students should have paid or voluntary employment*

Description: This course is designed to coordinate the student's occupational on-the-job training with related instruction in work-related skills. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. Students enrolling in WKX-200 are administratively moved to the appropriate general or occupational work experience course after the first class meeting based upon several factors, including the number of hours worked during the semester, occupational program requirements, and type of work in which the student is engaged. 18 hours orientation and 60 hours of volunteer work experience (maximum of 240 hours) or 75 hours of paid work experience (maximum of 300 hours) are required for each enrolled unit. (Letter grade or Pass/No Pass)

**HUMANITIES****HUM-4****Arts and Ideas: Ancient World Through the Late Medieval Period 3 Units**

UC, CSU

*Prerequisite: None**Advisory: REA-83 and qualification for ENG-1A*

Description: An interdisciplinary study of the cultural movements in art, architecture, literature, music, philosophy, and religion of Western Civilization. The cultural achievements of the ancient world and the middle ages are studied to develop an understanding of their philosophical ideas, values, cultural meaning, artistic form, and contributions to modern thought. Students may not receive credit for both HUM-4 and HUM-4H. 54 hours lecture.

**HUM-4H****Honors Arts and Ideas: Ancient World Through the Late Medieval Period 3 Units**

UC, CSU

*Prerequisite: None**Advisory: REA-83 and qualification for ENG-1A**Limitation on enrollment: Enrollment in Honors Program*

Description: An interdisciplinary study of the cultural movements in art, architecture, literature, music, philosophy, and religion of Western Civilization. The cultural achievements of the ancient world and the middle ages are studied to develop an understanding of their philosophical ideas, values, cultural meaning, artistic form, and contributions to modern thought. This honors course offers an enriched experience for accelerated students by means of limited class size, seminar format, discussions and projects generated and led by students, a focus on primary texts in translation, and the applications of higher-level thinking and writing skills analysis, synthesis, and evaluation. Students may not receive credit for both HUM-4 and HUM-4H. 54 hours lecture.



**HUM-5**

**Arts and Ideas: Renaissance through the Modern Era** 3 Units  
UC, CSU

*Prerequisite: None*

*Advisory: REA-83 and qualification for English 1A*

Description: An interdisciplinary study of the cultural movements in art, architecture, literature, music, philosophy, photography, cinema, media, and religion of Western civilization. The cultural achievements of the Renaissance, Enlightenment, Romantic, Modern and post-modern periods are studied to develop an understanding of their philosophical ideas, values, cultural meaning, artistic form, and contributions to contemporary thought. Students may not receive credit for both HUM-5 and HUM-5H. 54 hours lecture.

**HUM-5H**

**Honors Arts and Ideas: The Renaissance through the Modern Era** 3 Units

UC, CSU

*Prerequisite: None*

*Advisory: REA-83 and qualification for English 1A*

*Limitation on enrollment: Enrollment in Honors Program*

Description: An interdisciplinary study of the cultural movements in art, architecture, literature, music, philosophy, photography, cinema, media, and religion of Western civilization. The cultural achievements of the Renaissance, Enlightenment, Romantic, Modern and post-Modern periods are studied to develop an understanding of their philosophical ideas, values, cultural meaning, artistic form, and contributions to modern thought. This Honors course offers an enriched experience for accelerated students by means of limited class size, seminar format, discussions and projects generated and led by students, a focus on primary texts in translation, and the applications of higher-level thinking and writing skills analysis, synthesis, and evaluation. Students may not receive credit for both HUM-5 and HUM-5H. 54 hours lecture.

**HUM-8**

**Introduction to Mythology** 3 Units  
(Same as ENG-8)

UC, CSU

*Prerequisite: None*

*Advisory: ENG-1B or ENG-1BH and REA-83*

Description: A study of Greco-Roman and other mythological traditions. Emphasizes the historical sources and cultural functions of myths and legends in ancient societies and their continuing relevance to modern thought and culture. 54 hours lecture.

**HUM-10**

**World Religions** 3 Units

UC, CSU

*Prerequisite: None*

*Advisory: REA-83 and qualification for English 1A*

Description: Thought and concepts of the major religious systems, including primal religions, extinct religions, Hinduism, Buddhism, Jainism, Sikhism, Confucianism, Taoism, Shintoism, Zoroastrianism, Judaism, Christianity, and Islam. Students may not receive credit for both HUM-10 and HUM-10H. 54 hours lecture.

**HUM-10H**

**Honors World Religions** 3 Units

UC, CSU

*Prerequisite: None*

*Advisory: REA-83 and qualification for English 1A*

*Limitation on enrollment: Enrollment in Honors Program*

Description: Thought and concepts of the major religious systems, including primal religions, extinct religions, Hinduism, Buddhism, Jainism, Sikhism, Confucianism, Taoism, Shintoism, Zoroastrianism, Judaism, Christianity, and Islam. This Honors course offers an enriched experience for students through limited class size, seminar format, discussions and projects generated and led by students, a focus on primary texts in translation and the application of higher level thinking and writing skills analysis, synthesis and evaluation. Students may not receive credit for both HUM-10 and HUM-10H. 54 hours lecture.

**HUM-23**

**The Bible As Literature** 3 Units  
(Same as ENG-23)

UC, CSU

*Prerequisite: None*

*Advisory: ENG-1B or ENG-1BH and REA-83*

Description: A survey of the Hebrew Bible and New Testament with emphasis on literary form, styles, and themes. 54 hours lecture. (Letter Grade, or Pass/No Pass Option.)

**HUM-35**

**Philosophy of Religion** 3 Units  
(Same as PHI-35)

UC, CSU

*Prerequisite: None*

*Advisory: PHI-10 or PHI-11 and REA-83 and qualification for ENG-1A*

Description: An introduction to the examination of religious claims from a philosophical perspective. Emphasis will be placed upon examining the rational justification for various traditional faith claims, and upon examining the relationship between rationality and faith. The course presumes a basic knowledge of philosophical argumentation. 54 hours lecture.

**Additional Humanities Courses**

Examples of courses which are often classified as Humanities by other colleges and universities are:

**ART-1, 2, 2H - History and Appreciation of Art**

**ENG-6, 7 - English Literature**

**ENG-14, 15 - American Literature**

**ENG-40, 41 - Masterpieces of World Literature**

**MUS-19, 19H, 20, 21 - Music History and Literature**

**Any Philosophy course**

**See also Humanities A.A. Degree requirements**

## INTERDISCIPLINARY STUDIES

### ILA-1

#### Introduction to Tutor Training

1 Unit

*Prerequisite:* None

*Advisory:* Qualification for ENG-1A

Description: Introduction to tutoring, with an emphasis on tutoring strategies, learning styles, problem solving, and working with diverse student populations. Designed to prepare students to become peer tutors in a variety of subject areas. Tutors develop student-centered, non-intrusive tutoring skills to meet a wide variety of student needs. Topics include theory, practice and ethics of tutoring, interpersonal communications techniques, tutoring diverse student populations, and group tutorial methods and practical field work. 18 hours lecture. (Letter Grade, or Pass/No Pass option.)

### ILA-5

#### Service Learning and Community Involvement

1 - 4 Units

*Prerequisite:* None

Description: Examines and addresses community need through service learning. Permits exploration of discipline and/or career specific interests and options through direct interface with community entities. Enriches personal and career development through the understanding of civic and social issues. Students may earn up to 4 units each semester for a maximum of 16 units. No more than 15 hours per week of volunteer work may be applied toward the service learning requirement; 60 hours of volunteer work in the semester is required for each unit. 9 hours lecture and 27 hours laboratory. (Letter Grade, or Pass/No Pass option.)

## JOURNALISM

### JOU-1

#### Introduction to Journalism

3 Units

(C-ID: JOUR 110)

CSU

*Prerequisite:* None

*Advisory:* ENG-1A or ENG-1AH

Description: An introduction to gathering, synthesizing/organizing, and writing news in journalistic style across multiple platforms. Includes role of the journalist and related legal and ethical issues. Students will report and write based on their original interviews and research to produce news content. Experiences may include covering speeches, meetings and other events, writing under deadline, and use of AP Style. 54 hours lecture.

### JOU-2

#### Intermediate Reporting/Newsriting

3 Units

(C-ID: JOUR 210)

CSU

*Prerequisite:* JOU-1

Description: This course is a continuation of the introductory news-writing/reporting courses and focuses on coverage of public affairs beats, including local and regional government, police, courts, and school and city boards. It includes both on- and off-campus reporting and writing/news presentation for a variety of news purposes and through multiple platforms. 54 hours lecture.

### JOU-7

#### Mass Communications

3 Units

(C-ID: JOUR 100)

UC, CSU

*Prerequisite:* None.

Description: Survey of mass communication and the interrelationships of media with society including history, structure, and trends in a digital age. Discussion of theories and effects, economics, technology, law and ethics, global media, media literacy, and social issues, including gender and cultural diversity. 54 hours lecture

### JOU-20A

#### Newspaper: Beginning

3 Units

(C-ID: JOUR 130)

CSU

*Prerequisite:* None

*Advisory:* ENG-1A or ENG-1AH and JOU-1 and PHO-8

Description: Beginning-level college newspaper production with an emphasis on both theory and practice. Qualified students may serve in various capacities, ranging from writing to photography to art. Students may not take JOU-20 and/or JOU-20A/B/C/D for more than a combined total of four times. 27 hours lecture and 81 hours laboratory. (TBA option)

### JOU-20B

#### Newspaper: Intermediate

3 Units

CSU

*Prerequisite:* JOU-20A

Description: Intermediate-level college newspaper production with an emphasis on both theory and practice. Qualified students may serve in various capacities, ranging from writing to photography to art. Students may not take JOU-20 and/or JOU-20A/B/C/D for more than a combined total of four times. 27 hours lecture and 81 hours laboratory. (TBA option)

### JOU-20C

#### Newspaper: Advanced

3 Units

CSU

*Prerequisite:* JOU-20B

Description: Advanced-level college newspaper production with an emphasis on both theory and practice. Qualified students may serve in various capacities, ranging from writing to photography to art. Students may not take JOU-20 and/or JOU-20A/B/C/D for more than a combined total of four times. 27 hours lecture and 81 hours laboratory. (TBA option)

### JOU-20D

#### Newspaper: Professional

3 Units

CSU

*Prerequisite:* JOU-20C

Description: Professional-level college newspaper production with an emphasis on both theory and practice. Qualified students may serve in various capacities, ranging from writing to photography to art. Students may not take JOU-20 and/or JOU-20A/B/C/D for more than a combined total of four times. 27 hours lecture and 81 hours laboratory. (TBA option)

**JOU-200****Journalism Work Experience****1-4 Units**

CSU\*

*Prerequisite: None**Advisory: Students should have paid or voluntary employment*

Description: This course is designed to coordinate the student's occupational on-the-job training with related instruction in work-related skills. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. Students enrolling in WKX-200 are administratively moved to the appropriate general or occupational work experience course after the first class meeting based upon several factors, including the number of hours worked during the semester, occupational program requirements, and type of work in which the student is engaged. 18 hours orientation and 60 hours of volunteer work experience (maximum of 240 hours) or 75 hours of paid work experience (maximum of 300 hours) are required for each enrolled unit. (Letter grade or Pass/No Pass)

**Also see PHOTOGRAPHY**

## KINESIOLOGY

**(Formerly Physical Education-PHP)**

It is recommended that students enroll in kinesiology activity courses or academic Kinesiology courses (that satisfy the Self Development requirement of the Associate of Arts Degree during the first two semesters of full-time enrollment until the two or three unit requirement is completed. For further information, students should read the Associate of Arts Degree requirements in this catalog.

**UNIFORMS** - Students are requested to wear attire appropriate to the activity as requested by the instructor.

**LOCKERS** - Lockers are available for student use and students will supply their own locks.

### ACADEMIC COURSES

**KIN-4****Nutrition****3 Units**

UC, CSU

*Prerequisite: None*

Description: The principles of modern nutrition and its application. The importance of a scientific knowledge of nutrition, specific food nutrients and nutritional controversies. A study of modern convenience foods and their impact on present day diets. 54 hours lecture.

**KIN-10****Introduction to Kinesiology****3 Units**

(C-ID: KIN 100)

UC, CSU

*Prerequisite: None.*

Description: This course is an introduction to the interdisciplinary approach to the study of human movement. An overview of the importance of the sub-disciplines in Kinesiology will be discussed along with career opportunities in the areas of teaching, coaching, allied health and fitness professions. 54 hours lecture.

**KIN-12****Sport Psychology****3 Units**

UC, CSU

*Prerequisite: None*

Description: This course links research in sport psychology with techniques to implement the research in real world settings. This course describes, explains, and applies sport psychology concepts and theories to practical experiences. 54 hours lecture.

**KIN-30****First Aid and CPR****3 Units**

(C-ID: KIN 101)

UC, CSU

*Prerequisite: None.*

Description: This course involves the theory and detailed demonstration of first aid care of the injured by the citizen responder. Students will learn how to assess a victim's condition and incorporate proper treatment. Students who successfully pass all National Safety Council requirements will receive a National Safety Council Advanced First Aid certificate. Students who successfully pass all American Heart Association requirements will receive a Healthcare Professional CPR certificate. 54 hours lecture. A fee of \$20.00 for required certificates will be charged to the student and is not covered by BOGW3

**KIN-35****Foundation for Fitness and Wellness****3 Units**

UC, CSU

*Prerequisite: None*

Description: This course will provide students with the ability to make informed choices and to take responsibility for those choices in the areas of fitness, nutrition, and stress management. Emphasis is on the application of health and physical fitness principles. Each student will develop a personalized plan for the overall maintenance of their own wellness. 36 hours lecture and 54 hours laboratory.

### ACTIVITY COURSES

Besides fulfilling the Self Development requirement, activity classes can be used as electives for the Associate of Arts Degree and the Associate of Science Degree.

**KIN-A40****Karate, Beginning****1 Unit**

UC\*, CSU

*Prerequisite: None*

Description: This course in beginning karate will develop the basic skills needed for the art of unarmed self-defense. This includes the use of blocking, shifting, punching, striking, and kicking. Karate will also develop speed, grace of movement, self-confidence, poise, mental alertness, strength, endurance, and muscular control. Karate is a physical art and a sport that anyone, irrespective of size, age, or sex, can practice according to his or her own capabilities. 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)

**KIN-A41****Karate, Intermediate****1 Unit**

UC\*, CSU

*Prerequisite: None**Advisory: KIN-A40*

Description: This course in intermediate karate is designed for the student wishing to review basic self defense skills and begin work on higher skills, develop intermediate level skills in unarmed self defense, and learn basic skills in kumite (free fighting). 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)

**KIN-A46****Hatha Yoga, Beginning****1 Unit**

UC\*, CSU

*Prerequisite: None.*

Description: This course offers beginning Hatha yoga exercises to improve students' physical and mental wellness. The yoga exercises will be taught to promote improvement in yoga breathing techniques, concentration, muscular flexibility, strength and endurance, balance and meditation techniques. KIN-A46 and A47 are courses related in content and are limited in enrollment according to Title 5, section 55040. For further information see section VIII regarding course repetition. 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)

**KIN-A47****Hatha Yoga, Intermediate****1 Unit**

UC\*, CSU

*Prerequisite: None**Advisory: KIN-A46*

Description: This course offers intermediate Hatha yoga exercises to improve students physical and mental wellness. The yoga exercises will be taught to promote improvement in yoga breathing techniques, concentration, muscular flexibility, strength and endurance, balance and meditation techniques. KIN-A46 and A47 are courses related in content and are limited in enrollment according to Title 5, section 55040. For further information see section VIII regarding course repetition. 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)

**KIN-A64****Soccer****1 Unit**

UC\*, CSU

*Prerequisite: None*

Description: This course is designed to introduce students to the rules, basic skills, and offensive/defensive strategy in soccer. Emphasis will be placed on improving individual skills and applying these skills to game situations. 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)

**KIN-A75A****Walking for Fitness: Beginning****1 Unit**

UC\*, CSU

*Prerequisite: None*

Description: This course is designed for all students with an emphasis on cardiovascular fitness, setting personal fitness goals and understanding the physiological benefits of a walking program. Walking programs will be established to improve cardiorespiratory endurance. KIN-A75A, A75B and A77 are courses related in content and are limited in enrollment according to Title 5, section 55040. For further information see section VIII regarding course repetition. 54 hours laboratory. (Letter grade or Pass/No Pass option.)

**KIN-A75B****Walking for Fitness: Intermediate****1 Unit**

UC\*, CSU

*Prerequisite: None**Advisory: KIN-A75A*

Description: This course is designed for students of intermediate fitness levels who would like to enhance and improve their cardiovascular fitness, basic strength and flexibility with more advanced walking strategies. Intermediate walking techniques will be utilized in establishing walking programs designed to promote improvements in cardiorespiratory endurance and body composition. KIN-A75A, A75B and A77 are courses related in content and are limited in enrollment according to Title 5, section 55040. For further information, see section VIII regarding course repetition. 54 hours laboratory. (Letter grade or Pass/No Pass option.)

**KIN-A81A****Physical Fitness, Beginning****1 Unit**

UC\*, CSU

*Prerequisite: None*

Description: This course is designed to give the student an overview of the basic concepts that affect total fitness. Personalized exercise programs in cardiovascular endurance, muscular strength, muscular endurance, and flexibility will be developed. KIN-A81A and A81B are courses related in content and are limited in enrollment according to Title 5, section 55040. For further information see section VIII regarding course repetition. 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)

**KIN-A81B****Physical Fitness, Intermediate****1 Unit**

UC\*, CSU

*Prerequisite: None.*

Description: This course is designed to provide nutritional, cardiovascular, strength, flexibility and assessment concepts to enhance the personalized exercise program. KIN-A81A and A81B are courses related in content and are limited in enrollment according to Title 5, section 55040. For further information see section VIII regarding course repetition. 54 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)

**KIN-A86****Step Aerobics****1 Unit**

UC\*, CSU

*Prerequisite: None*

Description: Students will develop strength, flexibility, endurance, movement memory, balance, coordination, and cardiovascular fitness with the use of the step unit in an aerobic format. This course is designed to introduce basic fitness concepts as well as basic movement skills and exercise. 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)

**KIN-A87****Step Aerobics, Intermediate****1 Unit**

UC\*, CSU

*Prerequisite: None**Advisory: KIN-A86 or proficient skills in step aerobics*

Description: This course will broaden students aerobic experience using intermediate step combinations and various class formats such as circuit training and interval step. The students will be exposed to choreography that will improve their balance, coordination and memory skills. Students will improve their cardiovascular fitness and aerobic endurance. 54 hours laboratory.(Letter Grade, or Pass/No Pass option.)

**KIN-A88****Step Aerobics, Advanced****1 Unit**

UC\*, CSU

*Prerequisite: None**Advisory: KIN-A87 or proficient skills in step aerobics*

Description: For students who have already taken Kinesiology A87, this course will broaden their aerobic experience using advanced step combinations and various class formats such as circuit training and interval step. The students will be exposed to challenging choreography, which will improve their balance, coordination and memory skills. Using the FIT principle of Frequency, Intensity and Time, students will improve their cardiovascular fitness and aerobic endurance by increasing the intensity of the movements and length of the aerobic segment. KIN-A83, A86, A87, and A88 are courses related in content and are limited in enrollment according to Title 5, section 55040. For further information see section VIII regarding course repetition. 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)



**KIN-A89A****Beginning Body Sculpting****1 Unit**

UC\*, CSU

*Prerequisite: None*

Description: Students will develop muscular strength and endurance along with flexibility using a variety of hand weights, body bars, elastic bands and exercise balls. Emphasis is placed on safety and proper technique while training basic muscle groups. KIN-A81, A89A, A89B, and A89C are courses related in content and are limited in enrollment according to Title 5, section 55040. For further information see section VIII regarding course repetition. 54 hours laboratory. (Letter grade, or Pass/No Pass option)

**KIN-A89B****Intermediate Body Sculpting****1 Unit**

UC\*, CSU

*Prerequisite: KIN-A89A*

Description: Students will increase and maintain their body development through core strength, resistance and endurance training, along with body sculpting techniques. Personal fitness plans will be developed and incorporated based on personal health and fitness. Emphasis is placed on safety, core strength and major and minor muscle groups. KIN-A81, A89A, A89B, and A89C are courses related in content and are limited in enrollment according to Title 5, section 55040. For further information see section VIII regarding course repetition. 54 hours laboratory. (Letter grade, or Pass/No Pass option)

**KIN-A89C****Advanced Body Sculpting****1 Unit**

UC\*, CSU

*Prerequisite: KIN-A89B*

Description: Students will develop personal and nutritional lifetime fitness goals and create a lifetime fitness plan. Muscular strength, cardiovascular endurance, flexibility and aerobic fitness will be developed and assessed. Emphasis will be placed on safety, proper body alignment and major and minor muscle groups. KIN-A81, A89A, A89B, and A89C are courses related in content and are limited in enrollment according to Title 5, section 55040. For further information see section VIII regarding course repetition. 54 hours laboratory. (Letter grade, or Pass/No Pass option)

---

## LIBRARY

---

**LIB-1****Introduction to Information Literacy****1 Unit**

UC, CSU

*Prerequisite: None*

Description: Presents the fundamentals of the effective use of libraries to find, evaluate, interpret, and organize information from a variety of formats, both online and in print, to answer research questions and develop new ones. Through the use of information retrieval systems students will develop an understanding of and practices for the legal access to and ethical use of information. 18 hours lecture. (Letter Grade, or Pass/No Pass option.)

---

## MANAGEMENT

---

**MAG-44****Principles of Management****3 Units**

CSU

*Prerequisite: None*

Description: For those who are in management, preparing for a potential promotion or interested in the management process. Includes the primary functions of planning, organizing, controlling, and leading as well as related skills such as team development, motivation and communication techniques, and quality management. Also, social responsibility and a global perspective are emphasized. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**MAG-47****Applied Business and Management Ethics (Same as BUS-47)****3 Units**

CSU

*Prerequisite: None.*

Description: An examination of ethical concerns including corporate, personal, global, environmental, public related issues ethics audits, and corporate social responsibility.

**MAG-51****Elements of Supervision****3 Units***Prerequisite: None.*

Description: Gives an overview of responsibilities of a supervisor in industry including organizational structure, training, work assignments, productivity, quality control, evaluations, and management-employee relations. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**MAG-56****HRM: Human Resources Management****3 Units**

CSU

*Prerequisite: None.*

Description: Examines the manager's responsibility for implementing human resources applications involving the selection, training, evaluation, motivation and promotion of personnel. Compares and contrasts alternatives leading to innovative and socially responsible solutions to current employee relations issues with the workplace. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**MAG-200****Management Work Experience****1-4 Units**

CSU\*

*Prerequisite: None**Advisory: Students should have paid or voluntary employment*

Description: This course is designed to coordinate the student's occupational on-the-job training with related instruction in work-related skills. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. Students enrolling in WKX-200 are administratively moved to the appropriate general or occupational work experience course after the first class meeting based upon several factors, including the number of hours worked during the semester, occupational program requirements, and type of work in which the student is engaged. 18 hours orientation and 60 hours of volunteer work experience (maximum of 240 hours) or 75 hours of paid work experience (maximum of 300 hours) are required for each enrolled unit. (Letter grade or Pass/No Pass)

## MARKETING

- MKT-20**  
**Principles of Marketing** 3 Units  
 CSU  
*Prerequisite:* None  
*Advisory:* BUS-10  
 Description: Examines the role of marketing as it relates to society and economic development. The course will analyze products, consumer, marketing research and strategic market planning. The course will survey with a global perspective, the selection of target markets as well as the development of the marketing mix place, product, price and promotion. 54 hours lecture.
- MKT-40**  
**Advertising** 3 Units  
 CSU  
*Prerequisite:* None  
 Description: Economic, professional, persuasive and technical aspects of advertising, publicity and propaganda, and their relation to sociology and psychology. Campaign organization, research and media of communication. Analysis and discussion of situation problems, mass motivation, consumer action and legal restraints. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)
- MKT-41**  
**Techniques of Selling** 3 Units  
 CSU  
*Prerequisite:* None  
 Description: Examines the key topics of how to locate, qualify and approach prospects; how to deliver the sales presentation, how to meet objections and how to close the sale. The analysis of behavioral, ethical and philosophical factors as applied to the selling function globally. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)
- MKT-42**  
**Retail Management** 3 Units  
 CSU  
*Prerequisite:* None  
 Description: Merchandising analysis of the changing concepts and business objectives of retailing. Management philosophies, strategies, and functions (from individual to multi-unit firms). Social and economic forces on decisions concerning location and operational policies. Analysis of forms of retailing, such as foods, motels, service stations, and direct channels. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)
- MKT-200**  
**Marketing Work Experience** 1-4 Units  
 CSU\*  
*Prerequisite:* None  
*Advisory:* Students should have paid or voluntary employment  
 Description: This course is designed to coordinate the student's occupational on-the-job training with related instruction in work-related skills. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. Students enrolling in WKX-200 are administratively moved to the appropriate general or occupational work experience course after the first class meeting based upon several factors, including the number of hours worked during the semester, occupational program requirements, and type of work in which the student is engaged. 18 hours orientation and 60 hours of volunteer work experience (maximum of 240 hours) or 75 hours of paid work experience (maximum of 300 hours) are required for each enrolled unit. (Letter grade or Pass/No Pass)

## MATHEMATICS

- MAT-1A**  
**Calculus I** 4 Units  
 (C-ID: MATH 210 MATH 900S)  
 UC\*, CSU  
*Prerequisite:* MAT-10 or qualifying placement level.  
 Description: Functions, limits, continuity, differentiation, applications of the derivative and integration, the fundamental theorem of calculus and basic integration. 72 hours lecture and 18 hours laboratory. (Letter Grade or Pass/No Pass option)
- MAT-1B**  
**Calculus II** 4 Units  
 (C-ID: MATH 220 MATH 900S)  
 UC, CSU  
*Prerequisite:* MAT-1A  
 Description: Techniques of integration, applications of integration, improper integrals, infinite sequences and series, parametric equations, and polar coordinates. 72 hours lecture and 18 hours laboratory. (Letter Grade, or Pass/No Pass option.)
- MAT-1C**  
**Calculus III** 4 Units  
 (C-ID: MATH 230)  
 UC, CSU  
*Prerequisite:* MAT-1B  
 Description: Vectors in a plane and in space, vector functions, calculus on functions of multiple variables, partial derivatives, multiple integrals, line and surface integrals, Green's theorem, Stokes' theorem, Divergence theorem, and elementary applications to the physical and life sciences. 72 hours lecture.
- MAT-2**  
**Differential Equations** 4 Units  
 (C-ID: MATH 240)  
 UC, CSU  
*Prerequisite:* MAT-1B  
 Description: This is a course in differential equations including both quantitative and qualitative methods as well as applications from a variety of disciplines. Introduces the theoretical aspects of differential equations, including establishing when solution(s) exists, and techniques for obtaining solutions, including linear first and second order differential equations, series solutions, Laplace transforms, linear systems, and elementary applications to the physical and biological sciences. 72 hours lecture. (Letter Grade, or Pass/No Pass option.)
- MAT-3**  
**Linear Algebra** 3 Units  
 (C-ID: MATH 250)  
 UC, CSU  
*Prerequisite:* MAT-1B  
 Description: This course examines elementary vector space concepts and geometric interpretations and develops the techniques and theory to solve and classify systems of linear equations. Solution techniques include Gaussian and Gauss-Jordan elimination, Cramer's rule and inverse matrices. Investigates the properties of vectors in two, three and finite dimensions, leading to the notion of an abstract vector space. Vector space and matrix theory are presented including topics such as determinants, linear independence, bases and dimension of a vector space, linear transformation and their matrix representations, inner products, norms, orthogonality, eigenvalues, eigenvectors, and eigenspaces. Selected applications of linear algebra are included. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**MAT-10****Precalculus****4 Units**

(C-ID: MATH 155)

UC\*, CSU

*Prerequisite: MAT-36 or qualifying placement level.*

Description: Preparation for calculus: polynomial, absolute value, radical, rational, exponential, logarithmic, and trigonometric functions and their graphs; analytic geometry, polar coordinates, sequences and series. 72 hours lecture. (Letter Grade or Pass/No Pass option)

**MAT-11****College Algebra****4 Units**

(C-ID: MATH 150)

UC\*, CSU

*Prerequisite: MAT-35 or qualifying placement level*

Description: This course is intended for students majoring in Liberal Arts and Humanities. The topics covered in this course include polynomial, radical, rational, absolute value, exponential and logarithmic functions; systems of equations; polynomial equations; permutations and combinations; analytic geometry; and linear programming. 72 hours lecture. (Letter Grade or Pass/No Pass option)

**MAT-12****Statistics****4 Units**

(C-ID: SOCI 125 MATH 110)

UC, CSU

*Prerequisite: MAT-35 or qualifying placement level.*

Description: A comprehensive study of measures of central tendency and variation, correlation and linear regression, probability, the normal distribution, the t-distribution, the chi-square distribution, estimation, testing of hypotheses, analysis of variance, and the application of statistical software to data, including the interpretation of the relevance of the statistical findings. Applications using data from business, education, health science, life science, psychology, and the social sciences will be included. 72 hours lecture. (Letter Grade, or Pass/No Pass option.)

**MAT-26****Math for Elementary School Teachers****3 Units**

(C-ID: MAT 120)

UC, CSU

*Prerequisite: MAT-35 or qualifying placement level.*

Description: This course is designed for pre-service elementary school teachers. The course will examine five content areas: numeration; number theory; properties of numbers; problem solving; and curriculum standards. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**MAT-32****Introduction to Symbolic Logic****3 Units**

(Same as PHI-32)

(C-ID: PHIL 210)

UC, CSU

*Prerequisite: None*

*Limitation on enrollment: May not be taken if credit for Philosophy 32 has been granted*

Description: Introduces the principles of deductive reasoning, including the practical application of modern symbolic techniques. 54 hours lecture.

**MAT-35****Intermediate Algebra****5 Units***Prerequisite: MAT-52 or qualifying placement level.*

Description: The concepts introduced in elementary algebra are presented again, but in greater depth. In addition to basic algebraic operations and graphing, students are introduced to functions, inverse functions, exponential and logarithmic functions, complex numbers, conic sections, nonlinear systems of equations, and sequences and series. 90 hours lecture. (Letter Grade or Pass/No Pass option)

**MAT-36****Trigonometry****4 Units**

(C-ID: MATH 851)

CSU

*Prerequisite: MAT-35 and MAT-53 or qualifying placement level.*

Description: The study of trigonometric functions, their inverses and their graphs; identities and proofs related to trigonometric expressions; solving trigonometric equations; solving right triangles; solving oblique triangles using the Law of Cosines and the Law of Sines; elements of geometry important to the foundation of trigonometry; polar coordinates; and introduction to vectors. 72 hours lecture. (Letter Grade or Pass/No Pass option)

**MAT-37****Algebra for Statistics****6 Units***Prerequisite: None*

Description: This is an accelerated course that prepares students for transfer-level Statistics. Topics include ratios, rates, and proportional reasoning, arithmetic reasoning using fractions, decimals and percents, evaluating expressions, analyzing algebraic forms to understand statistical measures, functions, use of linear and exponential functions to model bivariate data, use of logarithms, logarithmic scales and semi-log plots, graphical and numerical descriptive statistics for quantitative and categorical data. This course is designed for students who do not plan to major in math, science, computer science, or engineering. 90 hours lecture and 54 hours laboratory. (Non-degree credit course.)

**MAT-52****Elementary Algebra****4 Units***Prerequisite: MAT-64, 65, 90F or qualifying placement level.*

Description: Examines real numbers and variables as they are involved in polynomials, fractions, linear equations, quadratic equations, systems of equations, inequalities, exponential and radical expressions, and absolute value. Factoring, graphing, and word problem applications will also be included. 72 hours lecture. (Non-degree credit course. Letter grade, or Pass/No Pass option.)

**MAT-53****College Geometry****3 Units***Prerequisite: MAT-52 or qualifying placement level.*

Description: A course covering the study of plane geometry and three dimensional figures. These topics include angles, triangles, quadrilaterals, circles and solids, their formulas for measuring such figures, including perimeter, area and volume. Students create proofs of geometric concepts using postulates and theorems associated with geometric objects and their characteristics. 54 hours lecture.

**MAT-65****Arithmetic and Pre-Algebra****5 Units***Prerequisite: None*

Description: SA combination course covering the decimal system of numeration and the four basic mathematical operations as they apply to whole numbers, fractions, mixed numbers, and decimals without the use of any calculating device. Integers, factoring, geometric figures, and measurements are included. Emphasis is placed on applications to real world problems. An introduction to the notion of algebra and its uses. Includes equations and polynomials. 90 hours lecture. (Non-degree credit course. Letter Grade, or Pass/No Pass option.)

## MEDICAL ASSISTING

Riverside Community College District offers two medical assisting certificates: Administrative/Clinical Medical Assisting and Medical Transcription. An Associate of Science Degree in Medical Assisting is awarded upon successful completion of one of the medical assisting certificate programs and general education/graduation requirements

### MDA-1A

#### Medical Terminology 1A

3 Units

CSU

*Prerequisite:* None

Description: Examines the structure and use of medical terms related to the body as a whole. Includes basic anatomy, physiology and pathology of the musculoskeletal, digestive, cardiovascular, respiratory and blood/lymphatic systems. 54 hours lecture.

### MDA-1B

#### Medical Terminology 1B

3 Units

CSU

*Prerequisite:* MDA-1A

Description: Examines the use of medical terms related to the basic anatomy, physiology and pathology of the urinary, male and female reproductive, integumentary, nervous, sensory and endocrine systems. Also includes the specialty fields of radiology, oncology, pharmacology and psychology. 54 hours lecture.

### MDA-54

#### Clinical Medical Assisting and Pharmacology

5 Units

*Prerequisite:* MDA-1A

*Corequisite:* MDA-1B

Description: Examines treatment modalities in modern health care, drug laws, standards, systems of measurement, dosages, actions and effects. Covers assisting the physician with examinations and procedures, patient preparation, counseling and education. Includes sterilization techniques and diagnostic laboratory procedures. Examines the principles of medical law and ethics as applied to the physician, patient, and those employed in the medical field. Pursuant to Section 2146.5 and 2146.6 of the Business and Professions Code and adopted in Subchapter 3 of Chapter 13 of Title 16 of the California Administrative Code, this class will also include administration parenteral medication. Includes venipuncture for purposes of withdrawing blood for laboratory examination test procedures. 72 hours lecture and 54 hours laboratory.

### MDA-58A

#### Medical Transcription

5 Units

*Prerequisite:* CIS/MDA-1A or CAT/CIS-3 or CAT-50 or CIS-80

*Advisory:* A minimum typing speed of 60 wpm is recommended

*Corequisite:* MDA-1B

Description: Examines transcription of medical reports, formatting, proofreading, punctuation, and editing. Examines medical law and ethics as it relates to medical transcription. 72 hours lecture and 54 hours laboratory.

### MDA-58B

#### Advanced Medical Transcription

3 Units

*Prerequisite:* MDA-58A

Description: Examines transcription of advanced medical reports, formatting, proofreading, punctuation and editing. Examines medical law ethics as it relates to medical transcription. 45 hours lecture and 27 hours laboratory. (TBA option)

### MDA-59

#### Medical Office Procedures

5 Units

*Prerequisite:* None

*Advisory:* CIS-1A or CIS-3 or CAT-50 or CIS-80

*Corequisite:* MDA-1A

Description: Patient scheduling, communications, medical records management, and care of office property. Credit and collection, financial record keeping, and insurance billing. 72 hours lecture and 54 hours laboratory.

### MDA-60

#### Survey of Human Disease Processes

2 Units

*Prerequisite:* MDA-1A

*Advisory:* MDA-1B and AMY-10

Description: Examines and discusses the most common disease processes in relation to each of the body systems. Includes etiology, mechanisms of disease, diagnosis and treatment. 36 hours lecture.

### MDA-61

#### Pharmacology for Medical Office Personnel

2 Units

*Prerequisite:* MDA-1A

*Advisory:* MDA-1B and AMY-10

Description: Addresses the history of pharmacology and legislation related to drugs. Examines the classification of drugs, their source and their affect on the human body, the use of drug references. Explores the common terms used to describe the administration of medications. 36 hours lecture.

### MDA-62

#### CPT/Coding

3 Units

*Prerequisite:* MDA-1A

*Advisory:* MDA-1B Completion of or concurrent enrollment

Description: Discusses the principles, terminology and techniques of procedural coding as outlined in the Physicians Current Procedural Terminology including coding for the physicians services, anesthesiology, surgery, radiology, pathology/laboratory and medicine. Also examines current procedural coding and its relationship to the Healthcare Common Procedural Coding System. 54 hours lecture.

### MDA-63

#### Diagnostic Coding

3 Units

*Prerequisite:* MDA-1A

*Advisory:* MDA-1B and BIO-45 (formerly AMY-10)

Description: Designed to prepare the student to code diagnoses using the ICD-10-CM coding system. Addresses the principles, terminology, and conventions used in the selection of diagnostic codes. Utilizes practical examples to reinforce coding principles including the interpretation of medical records to ensure appropriate level of documentation for diagnoses and services rendered in a healthcare environment. 54 hours lecture.

### MDA-64

#### Advanced Diagnostic Coding

3 Units

*Prerequisite:* MDA-1A and MDA-63

*Advisory:* MDA-59 and BIO-45 (formerly AMY-10)

*Corequisite:* MDA-1B

Description: Designed to increase proficiency in coding with ICD-10-CM with an emphasis on coding for a hospital setting. Introduces ICD-10-PCS coding as it applies to inpatient procedures. Apply coding knowledge by abstracting information from sample medical records for billing and insurance purposes using practical examples. 54 hours lecture.



**MDA-200****Medical Assisting Work Experience****1-4 Units**

CSU\*

*Prerequisite: None**Advisory: Students should have paid or voluntary employment*

Description: This course is designed to coordinate the student's occupational on-the-job training with related instruction in work-related skills. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. Students enrolling in WKX-200 are administratively moved to the appropriate general or occupational work experience course after the first class meeting based upon several factors, including the number of hours worked during the semester, occupational program requirements, and type of work in which the student is engaged. 18 hours orientation and 60 hours of volunteer work experience (maximum of 240 hours) or 75 hours of paid work experience (maximum of 300 hours) are required for each enrolled unit. (Letter grade or Pass/No Pass)

**MICROBIOLOGY**  
 See **BIOLOGY**


---

**MUSIC**


---

**MUS-1****Teaching Music to Young Children****3 Units**

CSU

*Prerequisite: None*

Description: Instruction in teaching music to young children. Emphasis will be on music for early childhood ages 3-8. Musical elements and theory will be introduced through activities appropriate for children. 54 hours lecture.

**MUS-3****Fundamentals of Music****4 Units**

(C-ID: MUS 110 MUS 125)

UC, CSU

*Prerequisite: None**Advisory: Concurrent enrollment in an appropriate level piano class*

Description: Basic course in music theory designed to develop an understanding of notation, rhythm, pitch, keys, modes, scales, intervals, chords and music terminology. Basic sight singing, dictation and music reading at the piano. 54 hours lecture and 54 hours laboratory. (TBA option)

**MUS-4****Music Theory I****4 Units**

(C-ID: MUS 130 MUS 135)

UC, CSU

*Prerequisite: MUS-3 or the equivalent**Advisory: Concurrent enrollment in an appropriate level piano class*

Description: Through guided composition and analysis this course incorporates the following concepts: Rhythm and meter; basic properties of sound; intervals; diatonic scales, triads and seventh chords; basic cadential formulas and phrase structures; figured bass; non-harmonic tones; first-species counterpoint; and voice leading involving 4-part chorale writing. Development of skills in handwritten notation is expected. Lab includes diatonic sight singing and ear training including melodic, harmonic and rhythmic dictation. Keyboard requirements include playing chord progressions, modes, and scales in all major and minor keys. 54 hours lecture and 54 hours laboratory. (TBA option)

**MUS-5****Music Theory II****4 Units**

(C-ID: MUS 140 MUS 145)

UC, CSU

*Prerequisite: MUS-4 or the equivalent**Advisory: Concurrent enrollment in an appropriate level piano class*

Description: This course incorporates the concepts from Music Theory I. In addition, through guided composition and analysis, the course will include: Common Practice period voice leading involving four-part chorale writing; diatonic harmony; chromatic harmony; secondary/applied chords; modulation; borrowed chords; the Neapolitan chord; augmented sixth chords; and an introduction to binary and ternary forms. Lab includes chromatic sight singing and ear training including melodic, harmonic and rhythmic dictation. Keyboard requirements include playing chromatic chord progressions. 54 hours lecture and 54 hours laboratory. (TBA option)

**MUS-6****Music Theory III****4 Units**

(C-ID: MUS 150 MUS 155)

UC, CSU

*Prerequisite: MUS-5 or the equivalent**Advisory: Concurrent enrollment in an appropriate level piano class*

Description: This course incorporates the concepts from Music Theory II. In addition, through writing and analysis, the course will include Common Practice period and 20th Century techniques such as: Borrowed chords and modal mixture; chromatic mediants; Neapolitan and augmented sixth chords; 9th, 11th and 13th chords; extended tertian harmony; polyharmony; quartal and secundal harmony; pandiatonicism; serialism; and aleatoric music. Lab includes post-Romantic and post-tonal sight singing and ear training including melodic, harmonic and rhythmic dictation. Keyboard requirements include playing post-Romantic and post-tonal materials. 54 hours lecture and 54 hours laboratory. (TBA option)

**MUS-19****Music Appreciation****3 Units**

(C-ID: MUS 100)

UC, CSU

*Prerequisite: None*

Description: A broad survey of music in the Western world, including terminology for describing musical elements, forms, and styles. Organized to acquaint students with the roles of music and musicians in society and with representative musical selections through listening, reading, writing, and live performance. 54 hours lecture.

**MUS-19H****Honors Music Appreciation****3 Units**

(C-ID: MUS 100)

UC, CSU

*Prerequisite: None**Limitation on enrollment: Enrollment in the Honors program*

Description: A broad survey of music in the Western world, including terminology for describing musical elements, forms, and styles. This Honors course is organized to acquaint students with the roles of music and musicians in society and with representative musical selections. It offers an enriched experience for accelerated students by means of limited class size, seminar format, discussions and projects generated and led by students, a focus on primary texts in translation, and the applications of higher-level thinking and writing skills--analysis, synthesis, and evaluation. Students may not receive credit for both MUS-19 and MUS-19H. 54 hours lecture.

**MUS-20****Great Composers and Music Masterpieces Before 1820** 3 Units  
UC, CSU*Prerequisite: None**Advisory: ENG-1A or ENG-1AH*

Description: Emphasis on biography, history, and masterpieces of classical in European music from its inception to 1820 with an emphasis on writing about music and research. The content focuses on writing about great composers and listening to their music in the historical context, from the Medieval, Renaissance, Baroque, and Classic periods. 54 hours lecture.

**MUS-21****Great Composers and Music Masterpieces After 1820** 3 Units  
UC, CSU*Prerequisite: None**Advisory: ENG-1A or ENG-1AH*

Description: Emphasis on biography, history, and masterpieces of classical music from 1820 to the present with an emphasis on writing about music and research. The content focuses on writing about great composers and listening to their music in the historical context, from Beethoven through the 21st century. Begins with Beethoven's late period and continues with European traditions throughout the 19th century. Music in the Americas and in Europe is included in the study of the 20th and 21st centuries. 54 hours lecture.

**MUS-22****Survey of Music Literature** 3 Units  
UC, CSU*Prerequisite: MUS-3*

Description: Survey of the major style periods and composers in the history of Western music including the study and analysis of musical scores. Designed as a survey of music literature for students who have a working knowledge of musical notation and can follow an open score including the analysis of motives, themes, harmony and form of a composition. 54 hours lecture.

**MUS-23****History of Rock and Roll** 3 Units  
UC, CSU*Prerequisite: None*

Description: A comprehensive study of rock and roll music from its origins to the present with emphasis on the historical, musical, and sociological influences. Study includes listening to music and identifying stylistic trends and influential artists. 54 hours lecture.

**MUS-25****Jazz Appreciation** 3 Units  
UC, CSU*Prerequisite: None*

Description: A comprehensive study of jazz from its origins to the present day. Study will be centered on influential composers, instrumentalists, vocalists and arrangers. There will also be an introduction to, and study of, musical elements such as instrumentation, lyrics, form, rhythm and harmony. 54 hours lecture.

**MUS-26****Film Music Appreciation** 3 Units  
UC, CSU*Prerequisite: None*

Description: A study of film music in the United States from 1927 to the present day. Study will be centered on originally composed scores by prominent composers and arrangers. 54 hours lecture.

**MUS-29****Concert Choir** 1 Unit  
(C-ID: MUS 180)

UC, CSU

*Prerequisite: None**Limitation on enrollment: Audition on or before the first class meeting*

Description: This course is for the study, rehearsal, and public performance of choral literature, with an emphasis on the development of skills needed to perform within an ensemble. Different literature will be studied each semester. Participation in public performances is required. May be taken a total of four times. 54 hours laboratory. (TBA option)

**MUSICAL PERFORMANCE****MUS-30****Class Voice** 1 Unit  
UC, CSU*Prerequisite: None*

Description: Group study of vocal production, voice techniques, diction and interpretation. Opportunity provided for individual attention and performance. 54 hours laboratory.

**MUS-31****College Choir** 1 Unit  
(C-ID: MUS 180)

UC, CSU

*Prerequisite: None*

Description: A vocal ensemble of mixed voices dedicated to the study, rehearsal, and performance of a variety of choral literature. May be taken a total of four times. 54 hours laboratory.

**MUS-32A****Class Piano I** 1 Unit  
UC, CSU*Prerequisite: None*

Description: This beginning course focuses on developing the skills needed for performing on piano, including reading from music notation, rhythm study, technique, expression, improvisation, harmonization, transposition, repertoire and style study. 54 hours laboratory.

**MUS-32B****Class Piano II** 1 Unit  
UC, CSU*Prerequisite: MUS-32A or the equivalent*

Description: Continuation of the skills studied in MUS 32A focusing on techniques needed for performing on piano, including playing select major and parallel minor scales, reading music on the grand staff, tapping rhythms, harmonizing melodies using simple accompaniments, transposing, and simple score reading. 54 hours laboratory.

**MUS-32C****Class Piano III** 1 Unit  
UC, CSU*Prerequisite: MUS-32B or the equivalent*

Description: Continuation of the skills studied in MUS 32B focusing on keyboard techniques required for playing major and minor scales, diatonic chord progressions, harmonizing melodies, transposing, accompanying, score reading, reading chord symbols, sight reading and performance of intermediate-level piano learning pieces. 54 hours laboratory.

- MUS-32D**  
**Class Piano IV** **1 Unit**  
 UC, CSU  
*Prerequisite: MUS-32C or the equivalent*  
 Description: Culmination of keyboard skills previously studied focusing on increasing keyboard facility for playing major and minor scales and arpeggios, diatonic chord progressions, harmonizing melodies, modulating, transposing, accompanying, simple score reading, sight reading and performance of piano pieces from the standard classical piano teaching literature. 54 hours laboratory.
- MUS-36**  
**Instrumental Chamber Ensembles** **1.50 Units**  
 UC, CSU  
*Prerequisite: None*  
*Limitation on enrollment: Audition on or before the first class meeting*  
 Description: This course is for the study, rehearsal, and public performance of instrumental chamber ensemble literature, with an emphasis on the development of skills needed to perform within an ensemble. Different literature will be studied each semester. Participation in public performances is required. May be taken a total of four times. 81 hours laboratory. (TBA option)
- MUS-37**  
**Class Guitar** **1 Unit**  
 UC, CSU  
*Prerequisite: None*  
 Description: Development of basic guitar playing skills, including reading from music notation, reading chord symbols, transposition, and playing open chords, barre chords, scales, and simple melodies. 54 hours laboratory.
- MUS-38**  
**Beginning Applied Music I** **2 Units**  
 (C-ID: MUS 160)  
 UC, CSU  
*Prerequisite: None*  
*Limitation on enrollment: Audition on or before the first class meeting*  
 Description: Vocal or instrumental instruction for students who are proficient performers and could benefit from individualized instruction as determined by audition. Each student must complete a minimum of 6.75 hours a week in a combination of individualized practice, lessons and concert attendance. Not designed for beginning students. May be taken a total of four times. 108 hours laboratory.
- MUS-53**  
**Keyboard Proficiency** **1 Unit**  
 UC, CSU  
*Prerequisite: MUS-32D or the equivalent*  
 Description: Preparation for the keyboard proficiency examinations required of entering music majors and minors at transfer institutions. Designed for students with extensive prior piano experience. 54 hours laboratory.
- MUS-57**  
**Gospel Singers** **1 Unit**  
 (C-ID: MUS 180)  
 UC, CSU  
*Prerequisite: None*  
*Limitation on enrollment: Audition on or before first class meeting*  
 Description: A mixed voices chorus for the study, rehearsal, and public performances of anthems, spirituals, and gospel music (traditional/contemporary). Emphasis is on the development of skills needed to perform within an ensemble. Different literature will be studied each semester. This course is repeatable for credit the maximum times allowable by regulation. 54 hours laboratory.
- MUS-58**  
**Gospel Choir** **1 Unit**  
 (C-ID: MUS 180)  
 UC, CSU  
*Prerequisite: None*  
 Description: A choir of mixed voices dedicated to the further study, rehearsal, and public performance of anthems, spirituals, and African American gospel (traditional/contemporary) music. May be taken a total of four times. 54 hours laboratory.
- MUS-70**  
**Guitar Lab Ensemble** **1 Unit**  
 (C-ID: MUS 180)  
 UC, CSU  
*Prerequisite: MUS-37*  
*Limitation on enrollment: Audition on or before first class meeting*  
 Description: Study and performance of beginning and intermediate literature for guitar ensemble. May be taken a total of four times. 54 hours laboratory.
- MUS-71**  
**College Chorus** **1 Unit**  
 (C-ID: MUS 180)  
 UC, CSU  
*Prerequisite: None*  
*Limitation on enrollment: Audition on or before the first class meeting*  
 Description: An advanced vocal ensemble of mixed voices dedicated to the further study, rehearsal, and performance of a variety of choral literature. Different literature will be studied each semester. May be taken a total of four times. 54 hours laboratory.
- MUS-78**  
**Beginning Applied Music II** **2 Units**  
 (C-ID: MUS 160)  
 UC, CSU  
*Prerequisite: None*  
*Limitation on enrollment: Audition on or before the first class meeting*  
 Description: Advanced vocal or instrumental instruction for students who are proficient performers and could benefit from individualized instruction as determined by audition. Course includes individual lessons, supervised practice, individual performance, and jury evaluations. Not designed for beginning students. Course may be taken a total of four times. 108 hours laboratory. (TBA option)
- MUS-83**  
**Advanced Chamber Choir** **1 Unit**  
 (C-ID: MUS 180)  
 UC, CSU  
*Prerequisite: None*  
*Limitation on enrollment: Audition on or before the first class meeting*  
 Description: Advanced chamber choir dedicated to the study, rehearsal, and public performance of a variety of chamber choral literature. Activities may include concerts, festivals, radio and TV broadcasts, and private appearances. May be taken a total of four times. 54 hours laboratory.

**MUS-87****Applied Music Training**

(C-ID: MUS 160)

UC, CSU

*Prerequisite: None*

Description: Vocal or instrumental instruction for students who are proficient performers and could benefit from individualized instruction as determined by audition. Each student must complete 54 hours in a combination of individualized practice, lessons, concert attendance and individual performance. Not designed for beginning students. Course may be taken a total of four times. 54 hours laboratory.

**1 Unit****MUS-92****Basic Piano**

UC, CSU

*Prerequisite: None.*

Description: Group piano lessons for beginners. Emphasis on reading pitches and rhythms from music notation in treble and bass clefs, reading lead sheet notation for chords, and learning to play simple melodies and basic chords in a limited number of keys. 27 hours laboratory.

**.50 Units****MUS-P27****Beginning String Techniques**

UC, CSU

*Prerequisite: None*

Description: An exploratory study of the violin, viola, cello, and string bass in a classroom setting. Emphasis is on sound production, articulation and basic music sight reading and theory. No previous experience necessary. 54 hours laboratory.

**1 Unit****MUS-P70****Guitar Lab Ensemble II**

(C-ID: MUS 180)

UC, CSU

*Prerequisite: None**Limitation on enrollment: Audition on or before the first class meeting*

Description: Advanced guitar ensemble instruction for students who are proficient performers. Ensemble dedicated to the study, rehearsal, and performance of advanced literature written or transcribed for classical guitar ensemble. Different literature will be studied each semester. Participation in public performances required. May be taken a total of four times. 54 hours laboratory.

**1 Unit****MUS-200****Music Work Experience**

CSU\*

*Prerequisite: None**Advisory: Students should have paid or voluntary employment*

Description: This course is designed to coordinate the student's occupational on-the-job training with related instruction in work-related skills. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. Students enrolling in WKX-200 are administratively moved to the appropriate general or occupational work experience course after the first class meeting based upon several factors, including the number of hours worked during the semester, occupational program requirements, and type of work in which the student is engaged. 18 hours orientation and 60 hours of volunteer work experience (maximum of 240 hours) or 75 hours of paid work experience (maximum of 300 hours) are required for each enrolled unit. (Letter grade or Pass/No Pass)

**1-4 Units****NATIVE AMERICAN STUDIES**See **ETHNIC STUDIES****OFFICE ADMINISTRATION**See **COMPUTER APPLICATIONS AND OFFICE TECHNOLOGY****PHILOSOPHY****PHI-10****Introduction to Philosophy**

(C-ID: PHIL 100)

UC, CSU

*Prerequisite: None**Advisory: ENG-50 or ENG-80*

Description: A survey and exploration of significant questions in the Western philosophical tradition. Questions are drawn from the various branches of philosophy: metaphysics, theory of knowledge, ethics, aesthetics, political philosophy and/or philosophy of religion. Students may not receive credit for both PHI-10 and PHI-10H. 54 hours lecture.

**3 Units****PHI-10H****Honors Introduction to Philosophy**

(C-ID: PHIL 100)

UC, CSU

*Prerequisite: None**Limitation on enrollment: Enrollment in the Honors Program*

Description: A survey and exploration of significant questions in the Western philosophical tradition through an examination of primary sources. Questions are drawn from the various branches of philosophy: metaphysics, theory of knowledge, ethics, aesthetics, political philosophy and/or philosophy of religion. This Honors course offers an enriched experience for accelerated students by means of limited class size, seminar format, discussions and projects generated and led by students, the application of higher level thinking and writing skills analysis, synthesis, and evaluation. Students may not receive credit for both PHI-10 and PHI-10H. 54 hours lecture.

**3 Units****PHI-11****Critical Thinking**

UC, CSU

*Prerequisite: None**Advisory: REA-82*

Description: This course presents critical thinking as a skill to be used for better understanding, evaluating, and constructing arguments. The focus will be on developing and enhancing the student's ability to identify, analyze, and present arguments. Topics covered through analysis and writing include the nature of argument, inductive and deductive reasoning, rhetoric, theory of knowledge, scientific method, and informal fallacies. 54 hours lecture.

**3 Units**



**PHI-12****Introduction to Ethics: Contemporary Moral Issues 3 Units**

(C-ID: PHIL 120)

UC, CSU

*Prerequisite: None.*

Description: Contemporary problems in ethics. An examination of the moral problems of today in light of ethical theory. Problems examined may include abortion, euthanasia, the death penalty, affirmative action, war, racism, sexism, and others. 54 hours lecture.

**PHI-15****Bio-Medical Ethics 3 Units**

UC, CSU

*Prerequisite: None*

Description: An introduction to some of the ethical questions which affect medical research and the health care industry. The topics covered will include: the foundations of ethical judgments, the nature of moral reasoning, the ethics of medical practitioner-patient relationships, confidentiality, death and dying, medical experimentation, animal research, abortion and euthanasia, genetic engineering and the new reproductive technologies. 54 hours lecture.

**PHI-32****Introduction to Symbolic Logic 3 Units**

(Same as MAT-32)

(C-ID: PHIL 210)

UC, CSU

*Prerequisite: None*

Description: Introduces the principles of deductive reasoning, including the practical application of modern symbolic techniques. 54 hours lecture.

**PHI-35****Philosophy of Religion 3 Units**

(Same as HUM-35)

UC, CSU

*Prerequisite: None**Advisory: PHI-10 or PHI-11 and REA-83 and qualification for ENG-1A*

Description: An introduction to the examination of religious claims from a philosophical perspective. Emphasis will be placed upon examining the rational justification for various traditional faith claims, and upon examining the relationship between rationality and faith. The course presumes a basic knowledge of philosophical argumentation. 54 hours lecture.

---

## PHOTOGRAPHY

---

**PHO-20****Introduction to Digital Photography 3 Units**

CSU

*Prerequisite: None*

Description: Theory and practice in the basic techniques of producing digital photographs with technical and artistic merit. Acquire competency in the use of cameras with an emphasis on understanding the relationship of shutter, aperture and focal length. Software utilized may include Adobe Photoshop, Adobe Lightroom and others. Students are required to supply their own digital single lens reflex (SLR) camera with manual controls. 36 hours lecture and 54 hours laboratory.

**PHO-67****Business Practices for Photography 3 Units**

CSU

*Prerequisite: None*

Description: This course provides a foundation in business practices for photographers. Topics include: building a personal photography business model, pricing photographic services, negotiating with clients, protecting the photographer's work, assessing equipment needs and costs, insurance, accounting, contracts, copyright, marketing, stock photography, and archiving photographs. 54 hours lecture..

**PHO-200****Photography Work Experience 1-4 Units**

CSU\*

*Prerequisite: None**Advisory: Students should have paid or voluntary employment*

Description: This course is designed to coordinate the student's occupational on-the-job training with related instruction in work-related skills. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. Students enrolling in WKX-200 are administratively moved to the appropriate general or occupational work experience course after the first class meeting based upon several factors, including the number of hours worked during the semester, occupational program requirements, and type of work in which the student is engaged. 18 hours orientation and 60 hours of volunteer work experience (maximum of 240 hours) or 75 hours of paid work experience (maximum of 300 hours) are required for each enrolled unit. (Letter grade or Pass/No Pass)

**Also see JOURNALISM**

**PHYSICAL EDUCATION**  
**See KINESIOLOGY**

---

## PHYSICAL SCIENCE

---

**PHS-1****Introduction to Physical Science 3 Units**

UC\*, CSU

*Prerequisite: None*

Description: Fundamental concepts of earth, space, and environmental science (astronomy, geology, meteorology, and oceanography) and principles of physics and chemistry, especially as they relate to these fields. Emphasis is placed on the application of science in the understanding and solution of environmental problems. 54 hours lecture.

## PHYSICS

### PHY-4A

#### Mechanics

4 Units

(C-ID: PHYS 205 PHYS 200S)

UC\*, CSU

*Prerequisite:* None

*Corequisite:* MAT-1A

Description: Examines vectors, particle kinematics and dynamics, work and power, conservation of energy and momentum, rotation, oscillations and gravitation. 54 hours lecture and 54 hours laboratory.

### PHY-4B

#### Electricity and Magnetism

4 Units

(C-ID: PHYS 200S PHYS 210)

UC\*, CSU

*Prerequisite:* PHY-4A

*Corequisite:* MAT-1B

Description: Study of electric fields, voltage, current, magnetic fields, electromagnetic induction, alternating currents and electromagnetic waves. 54 hours lecture and 54 hours laboratory.

### PHY-4C

#### Heat, Light and Waves

4 Units

(C-ID: PHYS 200)

UC\*, CSU

*Prerequisite:* PHY-4A

*Corequisite:* MAT-1B

Description: Examines fluid mechanics; temperature, heat transfer, thermal properties of matter, laws of thermodynamics; oscillations and waves; reflection, refraction, lenses and mirrors, interference, and diffraction. 54 hours lecture and 54 hours laboratory.

### PHY-4D

#### Modern Physics

4 Units

(C-ID: PHYS 200S)

UC, CSU

*Prerequisite:* PHY-4A

Description: The study of special relativity, the old quantum theory, fundamentals of quantum mechanics and basic applications of these theories to the hydrogen atom. 72 hours lecture.

### PHY-10

#### Introduction to General Physics

3 Units

UC\*, CSU

*Prerequisite:* MAT-52

Description: A non-science major physics course covering mechanics, properties of matter, heat, sound, light, electricity and magnetism, and nuclear physics. 54 hours lecture.

### PHY-11

#### Physics Laboratory

1 Unit

UC, CSU

*Prerequisite:* None

*Corequisite:* PHY-10

Description: An optional laboratory science course for the non-science major. Emphasis on laboratory techniques, student experimentation and laboratory demonstrations. 54 hours laboratory.

## PHYSIOLOGY AND ANATOMY

See BIOLOGY

## POLITICAL SCIENCE

### POL-1

#### American Politics

3 Units

(C-ID: POLS 110)

UC, CSU

*Prerequisite:* None

*Advisory:* REA-83 and qualification for ENG-1A

Description: An introduction to United States and California government and politics, including their constitutions, political institutions and processes, and political actors. Examination of political behavior, political issues, and public policy. Students may not receive credit for both POL-1 and POL-1H. 54 hours lecture.

### POL-1H

#### Honors American Politics

3 Units

(C-ID: POLS 110)

UC, CSU

*Prerequisite:* None

*Advisory:* REA-83 and qualification for ENG-1A

*Limitation on enrollment:* Enrollment in the Honors Program

Description: This course addresses the principles, institutions and critical issues of American politics, with emphasis placed on the national government. Specifically, the course offers an enhanced exploration of the philosophic and ideological sources of the American political system and its political culture, political parties and electoral system as well as political interest groups, mass movements, public policy, the media, the judicial system, and California state and local government. The honors course offers an enriched educational experience for accelerated students through limited class size, seminar format, focus on primary texts, and application of higher-order critical thinking skills. Students may not receive credit for both POL-1 and POL-1H. 54 hours lecture.

### POL-2

#### Comparative Politics

3 Units

(C-ID: POLS 130)

UC, CSU

*Prerequisite:* None

*Advisory:* REA-83 and Qualification of English 1A

Description: A comparative study of selected European, Asian, African, Latin American, and Middle Eastern political systems. Concerned with broadening and deepening the students understanding of the nature and variety of political systems. Course topics will include a study of institutions, issues, and policies of various countries. Students may not receive credit for both POL-2 and POL-2H. 54 hours lecture.

**POL-2H****Honors Comparative Politics****3 Units**

(C-ID: POLS 130)

UC, CSU

*Prerequisite: None**Advisory: REA-83 and Qualification for ENG-1A**Limitation on enrollment: Enrollment in the Honors Program*

Description: A comparative study of selected European, Asian, African, Latin American, and Middle Eastern political systems. Concerned with broadening and deepening the students understanding of the nature and variety of political systems. Course topics will include a study of institutions, issues, and policies of various countries. The honors course offers an enriched educational experience for accelerated students through limited class size, seminar format, focus on primary texts, and application of higher-order critical thinking skills. Students may not receive credit for both POL-2 and POL-2H. 54 hours lecture.

**POL-3****Introduction to Politics****3 Units**

(C-ID: POLS 150)

UC, CSU

*Prerequisite: None.**Advisory: REA 83 and qualification for ENG-1A*

Description: An introduction to Political Science as a field of study and to the major concepts, theories, methods and issues common to the study of Political Science. The course will include introductions to the sub-fields of American Government, Comparative Politics, International Relations, Political Economy, Political Theory as well as to methods of Political Science research. 54 hours lecture.

**POL-4****Introduction to World Politics****3 Units**

(C-ID: POLS 140)

UC, CSU

*Prerequisite: None**Advisory: Qualification for ENG-1A and REA-83*

Description: A study of the theories, paradigms, and issues of global politics. Special attention is given to the role of the United States in the international community, the role of international organizations and international political economy. 54 hours lecture.

**POL-4H****Honors Introduction to World Politics****3 Units**

(C-ID: POLS 140)

UC, CSU

*Prerequisite: None**Advisory: REA-83 and Qualification for ENG-1A**Limitation on enrollment: Enrollment in the Honors Program*

Description: A study of the theories, paradigms, and issues of global politics. Special attention is given to the role of the United States in the international community, the role of international organizations and international political economy. This honors course offers an enriched experience for accelerated students by means of limited class size, seminar format, student-generated and-led discussions and projects, a focus on primary texts in translation, and the applications of higher-level thinking and writing skills analysis, synthesis, and evaluation. Students may not receive credit for both POL-4 and POL-4H. 54 hours lecture.

**POL-5****The Law and Politics****3 Units**

UC, CSU

*Prerequisite: None**Advisory: REA-83 and qualification for English 1A*

Description: The principles and problems of the constitution are examined, with emphasis on how the constitution impacts public policy. Also, the course looks at the constitutional considerations affecting civil rights and liberties. 54 hours lecture.

**POL-6****Introduction To Political Economy****3 Units****(Same as ECO-6)**

UC, CSU

*Prerequisite: None**Advisory: REA-83 and qualification for English 1A*

Description: This course will examine the historical, structural, and cultural elements in the development of international political economy. Topics covered will include the relation of politics and economics on development, globalization, national institutions, social groups and classes, and democracy. 54 hours lecture.

**POL-8****Introduction To Public Administration and Policy Development****3 Units**

UC, CSU

*Prerequisite: None**Advisory: REA-83 and qualification for English 1A*

Description: This course is designed as an introduction to the processes of policy formation and implementation. Public administration, decision making in the public bureaucracy, and administrative tasks are discussed. In addition to the politics of administrative organizations, personnel management, budget administration, public relations, and Government service as a career are discussed. Practicing public administrators will be featured as guest speakers. 54 hours lecture.

**POL-11****Political Theory****3 Units**

(C-ID: POLS 120)

UC, CSU

*Prerequisite: None**Advisory: REA-83 and qualification for English 1A*

Description: This course will examine the major contributions of political thinkers from Socrates to the present. Political concepts such as democracy, the rule of law, justice, natural rights, sovereignty, citizenship, power, the state, revolution, liberty, reason, materialism, toleration, and the place of religion in society and politics are traced from their origins, through their development and changing patterns, to show how they influence political thinking and institutions today. 54 hours lecture.

---

## PSYCHOLOGY

---

**PSY-1****General Psychology****3 Units**

(C-ID: PSY 110)

UC, CSU

*Prerequisite: None*

Description: Historical and philosophical antecedents of contemporary psychology; the scientific study of behavior and mental processes as systemized in learning, motivation, emotion, personality, intelligence, and thought. 54 hours lecture.

**PSY-1H****Honors General Psychology****3 Units**

UC, CSU

*Prerequisite: None**Limitation on enrollment: Enrollment in the Honors Program*

Description: Historical and philosophical antecedents of contemporary psychology; the scientific study of behavior and mental processes as systemized in learning, motivation, emotion, personality, intelligence, and thought. This honors course offers an enriched experience for accelerated students through limited class size, seminar format, focus on primary texts, and application of higher level critical thinking skills. Students may not receive credit for both PSY-1 and PSY-1H. 54 hours lecture.

**PSY-2****Biological Psychology****3 Units**

(C-ID: PSY 150)

UC, CSU

*Prerequisite: PSY-1*

Description: The scientific study of brain-behavior relationships and mental processes. Issues addressed include: historical scientific contributions and current research principles for studying brain-behavior associations and mental processes, basic nervous system structure and function, sensory and motor systems, emotion, motivation, learning and memory, sleep and dreaming, and neurological and mental disorders. Ethical standards for human and animal research are discussed in the context of both invasive and non-invasive experimental investigations. 54 hours lecture.

**PSY-8****Introduction to Social Psychology****3 Units**

(C-ID: PSY 170)

UC, CSU

*Prerequisite: None.*

Description: This course examines individual human behavior in relation to the social environment. It includes emphasized topics; such as, aggression, prejudice, interpersonal attraction, attitude change, gender roles, and social cognition. 54 hours lecture.

**PSY-9****Developmental Psychology****3 Units**

(C-ID: PSY 180)

UC, CSU

*Prerequisite: None*

Description: This course examines the basic concepts and principles of the prevailing theories of personality and evaluates the scientific, theoretical, and practical merits of their assumptions and propositions. 54 hours lecture.

**PSY-33****Theories of Personality****3 Units**

UC, CSU

*Prerequisite: None*

Description: This course examines the basic concepts and principles of the prevailing theories of personality and evaluates the scientific, theoretical, and practical merits of their assumptions and propositions. 54 hours lecture.

**PSY-35****Abnormal Psychology****3 Units**

(C-ID: PSY 120)

UC, CSU

*Prerequisite: None*

Description: Survey of historical and contemporary approaches to diagnosing, understanding, and treating major forms of psychological disorder, including: anxieties, fears, obsessions, psychoses, sexual and personality disorders, disorders of childhood and adolescence. 54 hours lecture.

**PSY-48****Statistics for the Behavioral Sciences****3 Units****(Same as SOC-48)**

(C-ID: SOCI 125)

UC, CSU

*Prerequisite: MAT-35*

Description: This course introduces students to basic statistical methods and analyses commonly used in behavioral science research. Topics cover both inferential and descriptive statistics including correlations, regression analysis, chi-squares, t-tests, analysis of variance, and an introduction to factorial designs. This course covers the logic of hypothesis testing and emphasizes conceptualization of material and interpreting findings for use in behavioral science research above computation. This course trains students to use a statistical software package used by behavioral science researchers and prepares them to proficiently consume published research in the behavioral sciences. 54 hours lecture.

**PSY-50****Research Methods in Psychology****4 Units**

(C-ID: PSY 205B)

UC, CSU

*Prerequisite: PSY-1 and MAT-12 or MAT-12H*

Description: This course introduces students to psychological research methods with emphasis on the use of the scientific method. The laboratory will complement the lectures and allow each student to design and conduct behavioral research, including collecting and analyzing research data. 63 hours lecture and 27 hours laboratory.

---

## READING

---

**REA-3****Reading for Academic Success****3 Units**

CSU

*Prerequisite: None**Advisory: Qualification for English 1A*

Description: Intended to provide students with a review and study of reading skills at the college level. Students will receive instruction in fundamental, academic, and discipline-specific reading skills. 54 hours lecture. (Letter Grade, or Pass/No Pass Option.)

**REA-4****Critical Reading as Critical Thinking****3 Units**

CSU

*Prerequisite: None**Advisory: Qualification for ENG-1A*

Description: This course is intended for students to fully understand the relationship between critical reading and critical thinking. Emphasis will be placed on the development of reading skills in the interpretation, analysis, criticism and advocacy of ideas encountered in academic reading. 54 hours lecture.



**REA-81****Foundations for College Reading****3.50 Units***Prerequisite: None*

Description: Intended for students in need of basic remediation. Instruction in basic reading skills, along with individually prescribed work in which a wide range of material will be utilized. 54 hours lecture and 36 hours laboratory. (Non-degree credit course. Letter Grade, or Pass/No Pass Option.)

**REA-82****College Reading and Strategies****3.50 Units***Prerequisite: REA-81 or qualifying placement level*

Description: Intended for students who experience significant difficulty in reading college-level materials. Instruction in reading skills at a less basic level than that required in Reading 81, along with individually prescribed practice work, in which a wide range of materials will be utilized. 54 hours lecture and 36 hours laboratory. (Non-degree credit course. Letter Grade, or Pass/No Pass Option.)

**REA-83****College Reading and Thinking****3 Units***Prerequisite: REA-82 or ESL-73 or qualifying placement level*

Description: Intended for students who experience moderate difficulty in reading college-level material. Instruction in reading skills at a more advanced level than those covered in REA-82. 54 hours lecture. (Non-degree credit course. Letter Grade or Pass/No Pass option.)

**REA-86****Reading Strategies-Textbooks****1 Unit***Prerequisite: None.*

Description: This course is intended for students currently enrolled in a lecture class where the curriculum and instruction depends on extensive textbook readings. Students will receive instruction on using different reading comprehension strategies designed for better understanding and retention of textbook material. 18 hours lecture. (Non-degree credit course. Pass/No Pass only.)

**REA-90****Accelerated College Reading****5 Units***Prerequisite: None*

Description: This course is intended for students currently enrolled in a lecture class where the curriculum and instruction depends on extensive textbook readings. Students will receive instruction on using different reading comprehension strategies designed for better understanding and retention of textbook material. 18 hours lecture. (Non-degree credit course. Pass/No Pass only.)

---

## REAL ESTATE

---

**RLE-80****Real Estate Principles****3 Units**

CSU

*Prerequisite: None*

Description: The real estate principles course covers basic laws and principles of California real estate; fundamentals, terminology, concepts, current practices and current market trends in real estate. Assists those preparing for the real estate sales person and broker license examination. 54 hours lecture.

**RLE-81****Real Estate Practices****3 Units**

CSU

*Prerequisite: None*

Description: Covers basic laws and principles of California real estate, terminology and daily operations in a real estate brokerage. Includes listing, prospecting, advertising, financing, sales techniques, escrow and ethics. Applies toward state's educational requirements for the brokers examination. 54 hours lecture.

**RLE-82****Legal Aspects of Real Estate****3 Units**

CSU

*Prerequisite: None*

Description: California real estate law, including rights incident to property ownership and management, agency, contracts, and application to real estate transfer, conveyance, probate proceedings, trust deeds, and foreclosure, as well as recent legislation governing real estate transactions. Applies toward educational requirement of brokers examination. 54 hours lecture.

**RLE-83****Real Estate Finance****3 Units**

CSU

*Prerequisite: None*

Description: Analysis of real estate finance in residential, apartment, commercial and special purpose properties. Methods of financing properties emphasized. 54 hours lecture.

**RLE-84****Real Estate Appraisal****3 Units**

CSU

*Prerequisite: None*

Description: Purposes of appraisals, the appraisal process, and the different approaches, methods, and techniques used to determine the value of various types of property. Emphasis will be on residential and single-unit properties. 54 hours lecture.

**RLE-85****Real Estate Economics****3 Units**

CSU

*Prerequisite: None*

Description: Trends and factors affecting the value of real estate; the nature and classification of land economics; the development of property, construction and subdivision, economic values and real estate evaluation; real estate cycles and business fluctuations, residential market trends, real and special purpose property trends. 54 hours lecture.

**RLE-86****Escrow Procedures I****3 Units**

CSU

*Prerequisite: None*

Description: Methods and techniques of escrow procedure for various types of real estate transactions, including the legal/ethical responsibilities engaged in escrow work. 54 hours lecture.

**RLE-200****Real Estate Work Experience****1-4 Units**

CSU\*

*Prerequisite: None**Advisory: Students should have paid or voluntary employment*

Description: This course is designed to coordinate the student's occupational on-the-job training with related instruction in work-related skills. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. Students enrolling in WKX-200 are administratively moved to the appropriate general or occupational work experience course after the first class meeting based upon several factors, including the number of hours worked during the semester, occupational program requirements, and type of work in which the student is engaged. 18 hours orientation and 60 hours of volunteer work experience (maximum of 240 hours) or 75 hours of paid work experience (maximum of 300 hours) are required for each enrolled unit. (Letter grade or Pass/No Pass) ties engaged in escrow work. 54 hours lecture.

---

## SOCIOLOGY

---

**SOC-1****Introduction to Sociology****3 Units**

(C-ID: SOCI 110)

UC, CSU

*Prerequisite: None**Advisory: ENG-50*

Description: An introduction to the basic concepts relating to the study of society. The course includes investigation into the foundations of sociology including its overall perspective, theoretical orientations, and research methodology; the foundations of social life including the components of culture, social interaction and the process of socialization, groups, organizations, and deviance; economic social inequality based upon class, race, sex, and age; social institutions; and dimensions of social change. Students may not receive credit for both SOC-1 and 1H. 54 hours lecture

**SOC-2****American Social Problems****3 Units**

(C-ID: SOCI 115)

UC, CSU

*Prerequisite: None*

Description: Identification and analysis of major social problems confronting contemporary 20th century America; emphasizing, among other topics, urban and rural transformations, family life, minorities, criminal and delinquent behavior. 54 hours lecture.

**SOC-10****Race And Ethnic Relations****3 Units**

(C-ID: SOCI 150)

UC, CSU

*Prerequisite: None*

Description: An introduction to the relevant theories and operational definitions that ground the study of race and ethnic relations in the social sciences. Extensive treatment of prejudice, discrimination and the concept of racism. The course brings into sharper focus the history and contemporary status of White ethnics, religious minorities, American-Indians, African-Americans, Hispanic-Americans, and women in the United States. Social institutions, such as family, education, politics, and the economy receive special attention for each group. The similarities and differences in ethnic hostilities between the U.S. and other societies are closely examined. 54 hours lecture

**SOC-12****Marriage and Family Relations****3 Units**

(C-ID: SOCI 130)

UC, CSU

*Prerequisite: None**Advisory: SOC-1 and ENG-50*

Description: Examines the major trends in marriage, families, and intimate relationships. Focuses on how inequality and diversity affect intimate and family relations. Discusses the dynamics of gender inequality among families and couples and how family life is shaped by race and ethnicity, social class, and sexuality. Discusses issues of interpersonal violence, divorce, and life in later years. 54 hours lecture.

**SOC-20****Introduction to Criminology****3 Units**

(C-ID: SOCI 160)

UC, CSU

*Prerequisite: None*

Description: An introduction to the fundamentals of Criminology; including surveys of the theories of crime, statistical procedures and research methodology, types of crime, criminal etiology, the origins and features of criminal law, the police, courts, and corrections. An analysis of the interrelations between social organization, the perceptions of social harm, and the dynamics of social control. 54 hours lecture.

**SOC-48****Statistics for the Behavioral Sciences****3 Units****(Same as PSY-48)**

(C-ID: SOCI 125 MATH 110)

UC, CSU

*Prerequisite: MAT-35*

Description: This course introduces students to basic statistical methods and analyses commonly used in behavioral science research. Topics cover both inferential and descriptive statistics including correlations, regression analysis, chi-squares, t-tests, analysis of variance, and an introduction to factorial designs. This course covers the logic of hypothesis testing and emphasizes conceptualization of material and interpreting findings for use in behavioral science research above computation. This course trains students to use a statistical software package used by behavioral science researchers and prepares them to proficiently consume published research in the behavioral sciences. 54 hours lecture.

**SOC-50****Introduction to Social Research Methods****3 Units**

(C-ID: SOCI 120)

UC, CSU

*Prerequisite: SOC-1*

Description: Examination of the fundamental elements of empirical research and the ways sociologists think critically, including attention to the nature of theory, hypothesis, variables and ethics of research. Application of qualitative and quantitative analytic tools including logic and research design, such as experimental, survey, observational, comparative historical research and case studies. 54 hours lecture.

## SPANISH

<p><b>SPA-1</b> <b>Spanish 1</b> (C-ID: SPAN 100) UC*, CSU <i>Prerequisite: None</i> <i>Advisory: Completion of placement test to assess level of proficiency in Spanish.</i> Description: This course concentrates on developing basic skills in listening, reading, speaking and writing. Emphasis is placed on acquisition of vocabulary, structures and grammatical patterns necessary for comprehension of native spoken and written Spanish at the beginning level. This course includes discussion of Hispanic culture and daily life. Students may receive credit for only one of the following: SPA-1 or SPA-1H or SPA-1A and 1B. 90 hours lecture and 18 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)</p>	<p><b>5 Units</b></p>
<p><b>SPA-1H</b> <b>Honors Spanish 1</b> (C-ID: SPAN 100) UC, CSU <i>Prerequisite: None</i> <i>Advisory: Completion of placement test to assess level of proficiency in Spanish</i> <i>Limitation on enrollment: Enrollment in the Honors Program</i> Description: This course concentrates on developing basic skills in listening, reading, speaking and writing. Emphasis is placed on acquisition of vocabulary, structures and grammatical patterns necessary for comprehension of native spoken and written Spanish at the beginning level. Includes discussion of Hispanic culture and daily life. This Honors course offers an enriched experience for accelerated students through limited class size, a seminar format, the reading of level-appropriate adapted Hispanic works and cultural studies, and the application of higher level critical thinking skills. Students may not receive credit for both SPA-1 and SPA-1H. Students may receive credit for only one of the following: SPA-1 or SPA-1H or SPA-1A and 1B. 90 hours lecture and 18 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)</p>	<p><b>5 Units</b></p>
<p><b>SPA-2</b> <b>Spanish 2</b> (C-ID: SPAN 110) UC, CSU <i>Prerequisite: SPA-1B or SPA-1 or SPA-1H, or qualifying placement level on the Spanish assessment test or the equivalent</i> Description: Further development of basic skills in listening, reading, speaking and writing. A continued emphasis on the acquisition of vocabulary, structures and grammatical patterns necessary for comprehension of standard spoken and written Spanish at the beginning level. This course includes an expanded discussion of Hispanic culture and daily life. Students may not receive credit for both SPA-2 and SPA-2H. 90 hours lecture and 18 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)</p>	<p><b>5 Units</b></p>

<p><b>SPA-2H</b> <b>Honors Spanish 2</b> (C-ID: SPAN 110) UC, CSU <i>Prerequisite: SPA-1 or SPA-1H or SPA-1B or qualifying placement level on the Spanish assessment test, or the equivalent</i> <i>Limitation on enrollment: Enrollment in the Honors Program</i> Description: This course concentrates on the development of the beginning intermediate skills of listening, reading, speaking and writing. Emphasis is placed on the acquisition of vocabulary, structures and at the beginning intermediate level. Includes discussion of Hispanic culture and daily life. This Honors course offers an enriched experience for accelerated students through limited class size, a seminar format, the reading of level-appropriate adapted Hispanic works and cultural studies, and the application of higher level critical thinking skills. Students may not receive credit for both SPA-2 and SPA-2H. 90 hours lecture and 18 hours laboratory.(TBA option) (Letter Grade, or Pass/No Pass option.)</p>	<p><b>5 Units</b></p>
<p><b>SPA-3</b> <b>Spanish 3</b> (C-ID: SPAN 200) UC*, CSU <i>Prerequisite: SPA-2 or SPA-2H or qualifying placement level on the Spanish assessment test or the equivalent</i> Description: Development of intermediate skills in listening, reading, speaking and writing. A continued emphasis on the acquisition of vocabulary, structures and grammatical patterns necessary for comprehension of standard spoken and written Spanish at the intermediate level. This course includes an expanded discussion of Hispanic culture and daily life. 90 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)</p>	<p><b>5 Units</b></p>
<p><b>SPA-3N</b> <b>Spanish for Spanish Speakers</b> (C-ID: SPAN 220) UC*, CSU <i>Prerequisite: SPA-2 or SPA-2H or qualifying placement level on the Spanish assessment test, the equivalent or</i> Description: Enrichment and formalization of speaking, reading and writing skills in Spanish. Emphasis on vocabulary expansion, awareness of standard versus non-standard lexicon, introduction to various Spanish dialects. Intense review of grammar and linguistic terminology necessary to expand and enrich language skills. Introduction to diverse literary materials, writing styles and composition techniques. Intensive survey of Latino culture in the United States and in the Spanish-speaking world. Designed for students with near-native fluency, having acquired the language in a non-academic environment, and having received minimal or no formal instruction in Spanish. 90 hours lecture and 18 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)</p>	<p><b>5 Units</b></p>
<p><b>SPA-4</b> <b>Spanish 4</b> (C-ID: SPAN 210) UC, CSU <i>Prerequisite: SPA-3 or SPA-3N, qualifying placement level on the Spanish assessment test or the equivalent</i> Description: Further development of intermediate skills in listening, reading, speaking and writing. A review of the vocabulary, structures and grammatical patterns necessary for comprehension of standard spoken and written Spanish at the intermediate level. Enhancement of basic Spanish language skills through the reading of authentic literary and factual texts. This course includes an expanded discussion of Hispanic culture and daily life. 90 hours lecture and 18 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)</p>	<p><b>5 Units</b></p>

**SPA-8**  
**Intermediate Conversation** 3 Units  
 UC, CSU  
*Prerequisite:* SPA-2 or SPA-2H or SPA-3 or SPA-3N or SPA-4  
 Description: Intermediate-level vocabulary building and improvement of speaking proficiency in the context of Hispanic culture, daily life, and topics of current interest. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**SPA-11**  
**Culture and Civilization** 3 Units  
 UC, CSU  
*Prerequisite:* None.  
 Description: Introductory survey of Spanish culture and civilization as reflected in language, literature, art, history, politics, customs and social institutions. Class conducted in English. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**SPA-12**  
**Latin American Culture and Civilization** 3 Units  
 UC, CSU  
*Prerequisite:* None  
 Description: Introductory survey of Latin American culture and civilization as reflected in language, literature, art, history, politics, customs and social institutions. Class conducted in English. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**SPA-13**  
**Spanish for Health Care Profession** 5 Units  
 CSU  
*Prerequisite:* None  
 Description: This course is designed for health care professionals who want to learn basic phrases in Spanish as related to their daily activities. Class conducted in Spanish. 90 hours lecture. (Letter Grade, or Pass/No Pass option.)

**SPEECH COMMUNICATION**  
 See **COMMUNICATION STUDIES**

**SUPERVISION**  
 See **MANAGEMENT**

## THEATER ARTS

**THE-3**  
**Introduction to the Theater** 3 Units  
 (C-ID: THTR 111)  
 UC, CSU  
*Prerequisite:* None  
 Description: A comprehensive study of theatrical styles and forms with units in directing, acting, designing, technical theater, playwriting, and genres, to acquaint the student with the diverse nature of theater leading to an appreciation and understanding of theater as a separate and distinctive art form. 54 hours lecture.

**THE-32**  
**Acting Fundamentals - Theater Games and Exercises** 3 Units  
 (C-ID: THTR 151)  
 UC, CSU  
*Prerequisite:* None  
 Description: Foundation training for actors through theater games and improvisational exercises for developing expressive freedom, creativity, relaxation, sensory awareness and concentration. Development and preparation of the actor's instrument: voice, speech, body and imagination. Beginning of relationship and motivation. 36 hours lecture and 54 hours laboratory.

**THE-200**  
**Theatre Arts Work Experience** 1-4 Units  
 CSU\*

*Prerequisite:* None  
*Advisory:* Students should have paid or voluntary employment  
 Description: This course is designed to coordinate the student's occupational on-the-job training with related instruction in work-related skills. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. Students enrolling in WKX-200 are administratively moved to the appropriate general or occupational work experience course after the first class meeting based upon several factors, including the number of hours worked during the semester, occupational program requirements, and type of work in which the student is engaged. 18 hours orientation and 60 hours of volunteer work experience (maximum of 240 hours) or 75 hours of paid work experience (maximum of 300 hours) are required for each enrolled unit. (Letter grade or Pass/No Pass)

## WORK EXPERIENCE

**WKX-200**  
**Work Experience** 1-4 Units  
 CSU\*

*Prerequisite:* None  
*Advisory:* Students should have paid or voluntary employment  
 Description: This course is designed to coordinate the students occupational on-the-job training with related instruction in work-related skills, including occupational and educational resources, career planning, resume development and interview techniques. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement; 60 hours of volunteer work or 75 hours of paid work in the semester are required for each unit. WKX-200 is an enrolling course for General Work Experience and Occupational Work Experience courses. Students enrolling in WKX-200 are administratively moved to the appropriate general or occupational work experience course after the first class meeting. Determination of the appropriate work experience course is made by the instructor, with input from the student, based upon several factors, including the number of hours worked during the semester, occupational program requirements, and type of work in which the student is engaged. 18 hours orientation and 60 hours of volunteer work experience (maximum of 240 hours) or 75 hours of paid work experience (maximum of 300 hours) are required for each enrolled unit.

**WKX-201**  
**General Work Experience** 1-3 Units  
 CSU\*

*Prerequisite:* None  
*Advisory:* Students should have paid or voluntary employment. Students should have paid or voluntary employment  
 Description: This course is designed to coordinate the students occupational on-the-job training with related instruction in work-related skills, including occupational and educational resources, career planning, resume development and interview techniques. Students may earn up to three (3) units each semester for two (2) semesters or a maximum of 6 units of work experience. No more than 20 hours per week may be applied toward the work requirement; 60 hours of volunteer work or 75 hours of paid work in the semester are required for each unit. 18 hours lecture and 60 hours of volunteer work experience or 75 hours of paid work experience are required for each enrolled unit.



## NON-CREDIT COURSES

Non-credit courses are one of several educational options offered by community colleges. They offer students access to a variety of low- and no-cost courses that do not carry any unit value, but can help students in reaching personal and professional goals. They provide lifelong learning, career preparation opportunities, and skill remediation, development or proficiency. They can serve as an educational gateway for students who want to improve their earning power, literacy skills or access to higher education. Non-credit courses are approved by the District Curriculum Committee, the Board of Trustees and the state Chancellor's Office.

## INTERDISCIPLINARY STUDIES

### ILA-800

#### Supervised Tutoring

0 Units

*Prerequisite: None*

*Co-Requisite: Student must be enrolled in at least one other non-tutoring course.*

This self-paced, open-entry/open-exit non-credit course provides supervised tutoring, assistance with study skills, and guidance in completing basic skills or college-level course assignments. Students receive individualized tutoring and/or small group instruction outside of class time in a discipline-specific lab. Designed to help students achieve outcomes related to specific courses and/or to improve learning and study skills in related subjects. Content varies according to the course for which tutoring is sought. Up to 216 hours laboratory. (TBA option) (Non-degree, non-credit course)

## SENIOR CITIZEN EDUCATION

### SCE-804

#### Senior Topics

0 Units

*Prerequisite: None*

Description: This course will encourage students 55 years and older to develop a sense of personal empowerment through continued learning and self-awareness of the knowledge, experience, understanding and wisdom attained in later adulthood. Students will learn communication and listening skills as they participate in various discussions of special interest and have an opportunity to review and discuss books, biographies, film, theatre, music and news items while experiencing intellectual excitement and the pleasure of camaraderie during class sessions. Students would provide their own entrance fees to any events planned. 24 hours lecture; Positive Attendance. (Non-credit course.)

### SCE-809

#### Computer Basics Older Adults

0 Units

*Prerequisite: None.*

Description: This course is designed to teach students 55 years and older the basics of home computer use, including terminology, components, basic windows functions, accessory programs, simple word processing and spreadsheet programs as well as skills in accessing and using the Internet. 16 hours laboratory; Positive Attendance. (Non-credit course.)

### SCE-810

#### Photography for Older Adults

0 Units

*Prerequisite: None*

Description: In this course, students 55 years and older will use their own 35mm and digital cameras as they learn the theory and application of basic photographic skills needed to consistently take high quality photographs under a variety of shooting conditions. Students will be responsible for processing their own photographs. Socialization and working as a group will be an important part of this course. Students will be taught in a progressive systematic manner. 28 hours laboratory; Positive Attendance. (Non-credit course.)

### SCE-811

#### Drawing and Painting for Older Adults

0 Units

*Prerequisite: None.*

Description: This course designed for students 55 years and older will include a potpourri of drawing, illustration, painting, mixed media and basic design components that will allow individual classes to have one or more emphases and will focus on the development and/or enhancement of mental acuity, fine motor skills, creativity and art appreciation in a welcoming social environment. Classes may include creative interpretation of subjects from life, landscape and imagination, basic exploration of design elements and principles, composition, observation skills, perspective on art appreciation and history and methods of conserving and displaying completed works. Socialization and interaction will be an important part of this class. Students will be taught in a progressive systematic manner. Students will provide their own materials and supplies. 24 hours laboratory; Positive Attendance. (Non-credit course.)

**SCE-813****Healthy Aging for Older Adults****0 Units***Prerequisite: None.*

Description: Students 55 years and older are provided practical information regarding healthy aging including diet, nutrition, disease prevention, fall prevention and balance, all focusing on maintaining good health as they age. 13 hours lecture and 11 hours laboratory; Positive Attendance.

**SCE-820****Music for Active Seniors****0 Units***Prerequisite: None.*

Description: Focuses on listening to, participating in and learning the history of music deemed to be of interest to older adults. Includes live instrumental and vocal presentations; instruction on composers and song stories; and backgrounds and musical styles from approximately 1900 forward. Designed for students 55 years and older who are able to be active, mobile participants. 30 hours laboratory; Positive Attendance. (Non-credit course.)

**SCE-821****Music Therapy for Frail Seniors****0 Units***Prerequisite: None.*

Description: Focuses on listening to, participating in and learning the history of music deemed to be of interest to seniors. Course includes live piano or other instruments; vocal presentations and instruction on composers, song- stories, backgrounds and musical styles from approximately 1900 forward. Designed for students 55 years and older who may live in assisted-living environments. 30 hours laboratory; Positive Attendance. (Non-credit course.)

**SCE-830****Mature Driver Improvement****0 Units***Prerequisite: None*

*Limitation on enrollment: Students must possess a valid California Driver's License and , Be prepared to pay a nominal fee (currently \$1.00) for the DMV Certificate of Completion.*

Description: This course is designed to update the driving skills of students 55 years and older. Curriculum is provided by the State of California DMV to help older drivers become more defensive, more alert to their surroundings as they drive and to familiarize them with new traffic laws. DMV requires that the course be 8 hours long and be open to a maximum of 30 students. Students will pay a nominal fee for the DMV Certificate of Completion. 8 hours lecture; Positive Attendance. (Non-credit course.)

**SCE-840****Craft Design for Older Adults****0 Units***Prerequisite: None*

Description: This course offers students 55 years and older the opportunity to create and construct various types of crafts in an interactive and stimulating environment. The course will feature crafts that give students an opportunity to use their creative talents while retaining and continuing to develop their fine motor skills and improve memory skills. Some of the crafts featured in various classes might include ceramics, stain glass, wood carving, jewelry, china painting, calligraphy, fabric crafts, scrap book design, various crafts using glass items, wood items, clay pots, found items and items from nature like gourds and pine cones, etc. Students will supply their own craft materials. 24 hours laboratory; Positive Attendance. (Non-credit course.)

**SCE-842****Needle Arts for Seniors****0 Units***Prerequisite: None.*

Description: Students 55 years and older will learn to create needle arts projects in a socially interactive environment. The course will feature a wide variety of needle arts instruction to give students an opportunity to use their creative talents while retaining and continuing to develop fine motor skills memory improvement and will provide an opportunity to share backgrounds and family history through the various projects and offer in a socially interactive environment. Some of the various needle arts that might be included in various classes are: needlepoint, cross stitch, needle beading, embroidery, ribbon embroidery, Japanese bunka and other ethnic needle arts, fabric embellishment, appliqué, quilting, crochet and knitting. Students will provide their own needle art supplies. 24 hours laboratory; Positive Attendance. (Non-credit course.)

