

Courses of Instruction

The courses described in this section of the catalog have been authorized by the Governing Board of the West Kern Community College District. Whether or not they are given in any particular college year depends on prospective enrollment and the availability of instructors and physical facilities. Courses marked with an asterisk (*) have not been offered in the past two academic years. Consult the fall, spring, and summer class schedules for the courses actually offered. The college reserves the right to cancel any course in which there is not sufficient enrollment.

It is the policy of this district that, unless specifically exempted by statute, every course, course section, or class, the average daily attendance of which is to be reported for state funding, wherever offered and maintained by the district, shall be fully open to enrollment and participation by any person who has been admitted to the college and who meets such prerequisite as may be established.

CATALOG RIGHTS

Students retain catalog rights by continuous attendance as defined as attendance in at least one course during the academic yearly calendar starting from the beginning of the fall semester to the close of the subsequent summer session. Attendance, regardless of the length of time of course duration, is established, if it results in any grade notation on the student's official transcript. A course in which a student receives "W" is a non-evaluative grade and does not count towards retaining catalog rights.

Students who maintain continuous attendance at Taft College may elect to graduate under the Taft College catalog in effect either upon first enrollment at Taft College, or any year thereafter, up to the time of graduation. If the student breaks continuous enrollment at Taft College, then the catalog rights change to the year in which continuous enrollment can be established.

Among the credit courses applicable to the Associate Degree, courses numbered 1500 and higher are considered Baccalaureate level and are specifically intended for college transfer. These courses parallel or approximately parallel similarly named courses at the California State University or the University of California. Degree credit courses notated with (UC) will transfer to all campuses of the University of California and those with (CSU) will transfer to the California State Universities. Credit courses applicable to the Associate Degree numbered from 1000 and up are designed primarily to meet the needs of vocational-technical students and may not yield college transfer credit.

The credit value of each credit course in semester units is indicated after the title of the course. A semester unit of credit is based upon one hour of the student's time at the college per week in lecture or recitation throughout one semester, together with the time necessary in preparation, or longer time in laboratory or other instruction not requiring outside preparation.

Course prerequisites and advisories in computational, reading, and writing skills have been established for entry-level degree and pre-collegiate basic skills curriculum. Information regarding them may be obtained at the Counseling Center.

The student must assume the responsibility for learning the specific lower division and major requirements of the school of his/her choice and for the selection of his/her community college courses in accordance with these requirements. Since the requirements and policies vary with different colleges and universities and among departments in the same university, the student is urged to study the catalog of the institution to which he/she will transfer and to discuss his/her proposed program with his/her advisor each semester. A change in the objective or in the choice of the senior college may increase the number of semesters required to obtain the Baccalaureate Degree.

No student shall receive more than 30 semester units of credit for pre-collegiate basic skills. Students enrolled in ESL courses and those identified as having learning disabilities are exempt from this unit limit. A waiver procedure is available for those students showing significant measurable progress who have reached the 30-unit limit.

COURSE PREREQUISITES, CO-REQUISITES, AND RECOMMENDED PREPARATION

Prerequisite means a condition of enrollment the student is required to meet in order to demonstrate current readiness for enrolling in a course or educational program. A prerequisite represents a set of skills or a body of knowledge that a student must possess before enrolling and without which the student is highly unlikely to succeed in the course or program. Students are expected to have satisfied the prerequisite requirements as stated in this catalog for all courses. All prerequisite classes must be completed with a grade of "C" or better.

Co-requisite is a condition of enrollment consisting of a course a student is required to simultaneously take in order to enroll in another course. A co-requisite represents a set of skills or a body of knowledge that a student must acquire through concurrent enrollment in another course and without which the student is highly unlikely to succeed.

Advisory states the preparation suggested by the faculty to successfully complete a particular course. While encouraged to do so, students do not have to satisfy recommended preparation guidelines to enroll in a course.

Recommended prerequisite, co-requisites, or recommended preparation are specified within course descriptions announced in this catalog. They are also specified in the schedule of classes. A course has no prerequisite or co-requisites unless so designated. Students must have satisfied the prerequisite or co-requisite requirements for all course in which they enroll.

CHALLENGING A PREREQUISITE OR CO-REQUISITE

Students may have preparation equivalent to the stated prerequisites or co-requisites or may wish to challenge a prerequisite or co-requisite as allowed by state law. The petition for challenging a prerequisite or co-requisite is available in the Counseling Center. The student shall bear the initial burden of showing that grounds exist for the challenge. The following is a list of grounds under which a challenge may be pursued:

- The student will be subject to undue delay in attaining the goal of his/her educational plan because the prerequisite or co-requisite course had not been made reasonably available (student educational plan must be on file).
- The prerequisite or co-requisite is not valid because it is not necessary in the course for which it is required (student educational plan must be on file).
- The prerequisite or co-requisite is unlawfully discriminatory or is being applied in an unlawfully discriminatory manner (student documentation required).
- The student has documented knowledge or ability to succeed in the course despite not meeting the prerequisite (student documentation required).

COURSE ADVISORIES

Course advisories in computational, reading, and writing skills have been established for entry-level degree and certificate-applicable courses and to each level of the pre-collegiate basic skills curriculum. Information regarding these advisories may be obtained in the Counseling Center.

C-ID NUMBER IN THE COURSE DESCRIPTION

C-ID, the Course Identification Numbering System, is a faculty-driven system that was initially developed to assign identifying designations (C-ID numbers) to significant transfer courses. C-ID addresses the need for a “common course numbers” by providing a mechanism to identify comparable courses. Most C-ID numbers identify lower-division transferable courses commonly articulated between the California Community Colleges (CCC) and universities (including Universities of California, the California State Universities, as well as with many of California’s independent colleges and universities).

It provides information for students, staff, and faculty who must identify which community college courses best meet the expectations transfer partners have for courses that contribute to transfer into a major at specific universities. The C-ID descriptor also provides information for ongoing curriculum development and revision of lower division courses. In the catalog, C-ID numbers can be found at the end of the catalog description of a course. (Example: ADMJ 1501 = AJ 110).

Additional information can be found on the C-ID website.

Subject Code	Course #	C-ID #
ADMJ	1501	AJ 110
ADMJ	1502	AJ 120
ADMJ	1503	AJ 122
ADMJ	1504	AJ 124
ADMJ	1505	AJ 140
ADMJ	1506	AJ 150
ADMJ	1507	AJ 160
ADMJ	1508	AJ 200
ADMJ	1509	AJ 220
ANTH	1501	ANTH 110
ARCH	1501	ANTH 150
ART	1600	ARTS 100
ART	1610	ARTS 101
ART	1625	ARTS 270
ART	1631	ARTS 200
ART	1640	ARTS 210
ART	1800	ARTS 250
ART	2010	ARTS 220
ARTH	1500	ARTH 100
ARTH	1510	ARTH 110
ARTH	2040	ARTH 140
BIOL	2201	BIOL 190; 135S
BIOL	2202	BIOL 150; 135S
BIOL	2203	BIOL 155; 135S
BIOL	2250	BIOL 1108
BIOL	2255	BIOL 1208
BIOL	2256 & 2257	BIOL 120B

Subject Code	Course #	C-ID #
BSAD	2220	ACCT 110
BSAD	2221	ACCT 120
BUSN	1500	BUS 110
BUSN	1510	BUS 115
BUSN	2275	BUS 125
CHEM	2211	CHEM 110 & 1205
CHEM	2212	CHEM 1205
COSC	2020	BUS 140
DRAM	1510	THTR 111
DRAM	1535	THTR 151
ECEF	1500	ECE 120
ECEF	1501	ECE 130
ECEF	1521	ECE 210
ECEF	1531	CDEV 110
ECEF	1571	ECE 200
ECEF	1590	ECE 220
ECEF	1601	ECE 230
ECON	2120	ECON 201
ECON	2210	ECON202
ENGL	1500	ENGL 100
ENGL	1600	ENGL 105; 110; 120
ENGL	1700	ENGL 200
ENGL	2100	ENGL 130
ENGL	2150	ENGL 135
ENGL	2600	ENGL 140
ENGL	2650	ENGL 145
ENGL	2700	ENGL 160

Cont. – C-ID, Course Identification Numbers

Subject Code	Course #	C-ID #
ENGL	2750	ENGL 165
ENGR	1500	ENGR 110
ENGR	1530	ENGR 140B
ENGR	1550	ENGR 220
ENGR	2000	ENGR 260 & 260L
ESCI	1520	GEOL 121
GEOG	1520	GEOG 125
GEOL	1500	GEOL 101
HIST	2202	HIST 170
HIST	2204	HIST 180
HIST	2210	HIST 150
HIST	2231	HIST 130
HIST	2232	HIST 140
JRNL	1510	JOUR 100
JRNL	1605	JOUR 110
KINE	1500	KIN 100
MATH	1520	MATH 130
MATH	1530	MATH 851
MATH	2120	MATH 221
MATH	2140	MATH 240
MUSC	1510	MUS 100

Subject Code	Course #	C-ID #
PHIL	1501	PHIL 100
PHYS	2221	PHYS 205
PHYS	2222	PHYS 210
POSC	1501	POLS 110
PSYC	1500	PSY 110
PSYC	2003	CDEV 100
PSYC	2030	PSY 130
PSYC	2033	PSY 115
PSYC	2080	PSY 180
PSYC	2200	SOCI 125
PSYC	2205	PSY 200
SOC	1510	SOCI 110
SOC	2038	SOCI 140
SOC	2110	SOCI 150
SOC	2120	SOCI 115
SOC	2141	SOCI 130
SPAN	1602	SPAN 110
SPAN	2001	SPAN 200
SPAN	2002	SPAN 210
SPCH	1511	COMM 110

(NOTE: * indicates courses offered on a more than 2 year cycle)

ADMINISTRATION OF JUSTICE

ADMJ 1501 Introduction to Criminal Justice (3)

Advisory: Successful completion of English 1500 with a grade of "C" or better strongly recommended

Total hours: 48 hours lecture

Transfer Credit: CSU: UC

This course introduces the characteristics of the criminal justice system in the United States. Focus is placed on examining crime measurement, theoretical explanations of crime, responses to crime, components of the system, and current challenges to the system. The course examines the evolution of the principles and approaches utilized by the justice system and the evolving forces which have shaped those principals and approaches. Although justice structure and process is examined in a cross cultural context, emphasis is placed on the US justice system, particularly the structure and function of US police, courts, and corrections. Students are introduced to the origins and development of criminal law, legal process, and sentencing and incarceration policies. **C-ID: AJ 110**

ADMJ 1502 Concepts of Criminal Law (3)

Prerequisite or Co-requisite: CJA 1501 Introduction to Administration of Justice or equivalent course

Advisory: Successful completion of English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course offers an analysis of the doctrines of criminal liability in the United States and the classification of crimes against persons, property, morals, and public welfare. Special emphasis is placed on the classification of crime, the general elements of crime, the definitions of common and statutory law, and the nature of acceptable evidence. This course utilizes case law and case studies to introduce students to criminal law. The completion of this course offers a foundation upon which upper-division criminal justice course will build. The course will also include some limited discussion of prosecution and defense decision making, criminal culpability, and defenses to crimes. **C-ID: AJ 120**

ADMJ 1503 Criminal Court Process (3)

Advisory: Successful completion of English strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU

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 law precedents. **C-ID: AJ 122**

Administration of Justice (cont.)

ADMJ 1504 Legal Aspects of Evidence (3)

Advisory: Successful completion of English strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course examines categories of evidence and legal rules governing its admission and exclusion in the criminal process. **C-ID: AJ 124**

ADMJ 1505 Criminal Investigation (3)

Advisory: Successful completion of English strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course addresses the techniques, procedures, and ethical issues in the investigation of crime, including organization of the investigative process, crime scene searches, interviewing and interrogating, surveillance, source of information, utility of evidence, scientific analysis of evidence and the role of the investigator in the trial process. **C-ID: AJ 140**

ADMJ 1506 Introduction to Forensics (3)

Advisory: Successful completion of English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course provides an introduction to the role of forensics in criminal investigations. It examines the methods utilized in the forensic analysis of crime scenes, pattern evidence, instruments, firearms, questioned documents and controlled substances. **C-ID: AJ 150**

ADMJ 1507 Community and the Justice System (3)

Advisory: Successful completion of English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU

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. Topics covered may include crime prevention, restoration justice, conflict resolution, and ethics. **C-ID: AJ 160**

ADMJ 1508 Introduction to Corrections (3)

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course provides a critical analysis of punishment, the various types of punishment, alternatives to punishment, and the impact of punishment on the criminal justice system and a critical examination of the types of correctional institutions and the clients housed in each institution. The student may opt to receive credit in one of the following courses: CJA 1521 or ADMJ 1508. **C-ID: AJ 200**

ADMJ 1509 Juvenile Procedures (3)

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course is an examination of the origin, development, and organization of the Juvenile Justice System as it evolved in the American Justice System. The course explores the theories that focus on Juvenile Law, courts and processes, and the constitutional protections extended to juveniles administered in the American Justice system. **C-ID: AJ 220**

ANTHROPOLOGY

ANTH 1501 Introduction to Biological Anthropology (3)

[FORMERLY ANTH 1; ANTH 1501 – Introduction to Physical Anthropology]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course introduces the concepts, methods of inquiry, and scientific explanations for biological evolution and their application to the human species. Issues and topics will include, but are not limited to, genetics, evolutionary theory, human variation and biocultural adaptations, comparative primate anatomy and behavior, and the fossil evidence for human evolution. The scientific method serves as foundation of the course. The course may include a lab component. **C-ID: ANTH 110**

Anthropology (cont.)

ANTH 1512 Cultural Anthropology (3)

[FORMERLY ANTH 2]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course explores how anthropologists study and compare human culture. Cultural anthropologists seek to understand the broad arc of human experience focusing on a set of central issues: how people around the world make their living (subsistence patterns); how they organize themselves socially, politically and economically; how they communicate; how they relate to each other through family and kinship ties; what they believe about the world (belief systems); how they express themselves creatively (expressive culture); how they make distinctions among themselves such as through applying gender, racial and ethnic identity labels; how they have shaped and been shaped by social inequalities such as colonialism; and how they navigate culture change and processes of globalization that affect us all. Ethnographic case studies highlight these similarities and differences, and introduce students to how anthropologists do their work employ professional anthropological research ethics and apply their perspectives and skills to understand humans around the globe.

ANTH 1524 Indians of the Southwest (3)

[FORMERLY ANTH 4]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course explores the cultures of Native American groups living in the Southwestern United States including the Pueblos, Hopi, Zuni, O'odham, Yaqui, Yumans, Navajo, Apache and Southern Paiutes. The course surveys tribal relationships with landscapes, other tribal groups, and non-Native peoples. Native American beliefs, social organization, and history are explored, as are some of the current conflicts and challenges faced by Native Americans in the Southwest.

ARCHAEOLOGY

ARCH 1501 Introduction to Archaeology (3)*

[FORMERLY ARCH 1]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course is an introduction to the study of concepts, theories, data and models of anthropological archaeology that contribute to our knowledge of the human past. The course includes a discussion of the nature of scientific inquiry; the history and interdisciplinary nature of archaeological research; dating techniques; methods of survey, excavation, analysis, and interpretation; cultural resource management; professional ethics; and selected cultural sequences. This course may include field trips. **C-ID: ANTH 150**

ART

ART 1600 Basic Design (3)

[FORMERLY ART 12A]

Prerequisite: None

Total Hours: 32 hours lecture; 64 hours lab (96 hours total)

Transfer Credit: CSU: UC

The creative use of principles of color and design are covered in this course, stressing development of two-dimensional and three-dimensional form, including the use of natural, abstract and historical design motifs. Field trip to a museum is required. **C-ID: ARTS 100**

ART 1610 Advanced Design (3)

[FORMERLY ART 12B]

Prerequisite: Successful completion in Art 1600

Total Hours: 32 hours lecture; 64 hours lab (96 hours total)

Transfer Credit: CSU: UC

The creative use of principles of color and design in three-dimensional forms, including the use of natural, abstract and historical design motifs, provide the subject matter for this course. **C-ID: ARTS 101**

Art (cont.)**ART 1620 Drawing and Composition (3)****[FORMERLY ART 25; ART 25A]***Prerequisite: None**Total Hours: 24 hours lecture; 72 hours lab (96 hours total)***Transfer Credit: CSU: UC**

This course presents principles, elements and techniques in drawing, stressing visual organization, and effective expression in various media. Additional art supplies may be required.

ART 1625 Color Theory (3)**Prerequisite: None**Total Hours: 32 hours lecture; 48 hours lab (80 hours total)***Transfer Credit: CSU: UC**

This course focuses on the principles, theories, and applications of additive and subtractive color in two dimensions. Topics will include major historical and contemporary color systems, production of projects in applied color, and utilize the elements and principles of design as they apply to color. Additional art materials may be required. **C-ID: ARTS 270.**

ART 1631 Figure Drawing (3)**[FORMERLY ART 1630; ART 10AB]***Advisory: Successful completion of ART 1620 strongly recommended**Total Hours: 24 hours lecture; 72 hours lab (96 hours total)***Transfer Credit: CSU: UC**

This course is an introduction to drawing the human figure from observation using a wide variety of drawing media and techniques. The focus of this course is pictorial concepts and portraiture motivated by the study of anatomy and the human figure, both mannequins and live models, in the studio setting. Additional art supplies may be required.

C-ID: ARTS 200**ART 1640 Painting (3)****[FORMERLY ART 25B; ART 26ABCD]***Advisory: Successful completion of Art 1600 or 1620 strongly recommended**Total Hours: 24 hours lecture; 72 hours lab (96 hours total)***Transfer Credit: CSU: UC**

This course is an introduction to principles, elements, and practices of painting. Focusing on exploration of printing materials, perceptual skills and color theory, painting mixing and technique, as well as creative responses to materials and subject matter. Additional art supplies may be required. **C-ID: ARTS 210**

ART 1650 Watercolor Painting (1)**[FORMERLY ART 11ABCD]***Prerequisite: Successful completion in Art 1620 with a grade of "C" or higher**Total Hours: 12 hours lecture; 16 hours lab***Transfer Credit: CSU: UC**

This course offers a study of the basic techniques and materials of transparent and opaque watercolor. Techniques of line, flat and graduated wash, dry brush, wet-into-wet and brush calligraphy are some of the techniques presented. Still life, landscape, figure and abstract painting are explored in the media.

ART 1800 Introduction to Digital Art (3)**[FORMERLY ART 30B]***Advisory: Successful completion in Art 1600 or 1620 strongly recommended**Total Hours: 32 hours lecture; 64 hours lab (96 hours total)***Transfer Credit: CSU**

This course is an introduction to the basic principles and techniques related to digital art. Students will learn how to utilize concept design, color, composition, and typography to create esthetically pleasing graphics, illustrations and time-based art. Students may opt to receive credit in either Art 1800 or Computer Science 1800, not both.

C-ID: ARTS 250**ART 1811 Graphic Design (3)***Prerequisite: Successful completion in Art 1800/Computer Science 1800 with a grade of "C" or better**Total Hours: 32 hours lecture; 48 hours lab (96 hours total)***Transfer Credit: CSU**

This course introduces basic principles and techniques of graphic design by using the computer and Adobe InDesign software to combine text and visuals. Not open to students who have completed Art 1810.

Art (cont.)

ART 1820 Computer Imaging: Adobe Photoshop (3)

[FORMERLY ART 33B]

Prerequisite: None

Total Hours: 32 hours lecture; 64 hours lab (96 hours total)

Transfer Credit: CSU

Basic principles and techniques of using Adobe Photoshop to generate computer enhanced drawings, paintings or photographs.

ART 1850 Web Site Production (3)

[FORMERLY ART 34]

Advisory: Successful completion in Art 1800/Computer Science 1800 or Art 1820

Total Hours: 32 hours lecture; 64 hours lab (96 hours total)

Transfer Credit: CSU

This course covers the development, publishing, and maintenance of websites. The student may opt to receive credit in Art 1850 or Computer Science 1850, not both.

ART 1860 Introduction to Computer Animation for Web and Multimedia (3)

[FORMERLY ART 36]

Advisory: Successful completion in Art 1800 or equivalent introduction to vector graphics course

Total Hours: 32 hours lecture; 64 hours lab (96 hours total)

Transfer Credit: CSU

Introduction to Macromedia Flash TM and its use in animation and Web site design. Design, creation and publication of Flash TM animations, icons, navigation buttons and Web sites. The student may opt to receive credit in either Art 1860 or Computer Science 1860, not both.

ART 1900 Internship in Graphic Design (2)*

[FORMERLY ART 40A]

Prerequisite: Successful completion in Art 1820

Total Hours: 96 hours lab

Transfer Credit: CSU

This course is designed for students considering electronic publishing or graphic design as a career; provides practical experience at a commercial printing or graphic design establishment. Promising students may take a second semester if arrangements can be made.

ART 1910 Internship in Graphic Design (2)*

[FORMERLY ART 40B]

Prerequisite: Successful completion in Art 1900

Total Hours: 96 hours lab

Transfer Credit: CSU

This course is designed for students considering electronic publishing or graphic design as a career; provides practical experience at a commercial printing or graphic design establishment.

ART 2010 Introduction to Printmaking (3)

Prerequisite: Successful completion in Art 1600 or Art 1620 with a grade of 'C' or better

Total Hours: 32 hours lecture; 48 hours lab (80 hours total)

Transfer Credit: CSU

This course is an introductory class in to printmaking. The student will be introduced to basic materials, equipment and process of relief, monotype, and intaglio printmaking. Items covered will be woodcut, linoleum cut, collograph, dry point, basic etching and digital processes. **C-ID: ARTS 220**

ART HISTORY

ARTH 1500 Art Appreciation (3)

[FORMERLY ART 1500; ART 2]

Prerequisite: Eligibility for English 1000 and Reading 1005

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course is structured for non-art majors. This course provides a general introduction to art that offers a look at works of art through the study of theory, terminology, themes, design principles, media, techniques, with an introduction to the visual arts across time and diverse cultures. Visit to an art museum during the semester is required. **C-ID: ARTH 100**

Art History (cont.)

ARTH 1510 Prehistoric to Renaissance Art History (3)

[FORMERLY ART 1510; ART 1A]

Prerequisite: Successful completion of English 1000 and Reading 1005 with grades of 'C' or better, or eligibility for English 1500

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

The architecture, sculpture, and painting of world cultures from the prehistoric era to 1400 are studied in this survey course. A visit to an art museum is required. **C-ID: ARTH 110**

ARTH 1520 Renaissance to Contemporary Art History (3)

[FORMERLY ART 1520; ART 1B]

Prerequisite: Successful completion of English 1000 and Reading 1005 with grades of 'C' or better, or eligibility for English 1500

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course continues the study of architecture, sculpture, and painting of European cultures from 1400 through the Twentieth Century. A visit to an art museum is required. **C-ID: ARTH 120**

ARTH 2030 Survey of Asian Art (3)

Prerequisite: Eligibility for English 1500

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course is a survey of the arts of Asia. Sacred and secular art forms of India, Southeast Asia, China, Japan and Korea will be explored in this course.

ARTH 2040 Survey of African, Oceanic, and Indigenous North American Art (3)

Prerequisite: Eligibility for English 1500

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course is a survey of the indigenous arts of African, Oceanic, and North America. Sacred and secular art forms and how they reflect the native culture will be explored in this course. **C-ID: ARTH 140**

ASTRONOMY

ASTR 1511 Introduction to Astronomy with Lab (4)

[FORMERLY ASTR 10; ASTR 1510]

Advisory: Successful completion in English 1000, Reading 1005, and Math 1050 strongly recommended

Total Hours: 48 hours lecture; 48 hours lab (96 hours total)

Transfer Credit: CSU: UC

This survey course includes historical development of astronomy; astronomical instruments; basic physical laws and processes; the formation, life cycle and death of stars; the structure and dynamics of the Milky Way galaxy and other galaxies, and the structure of the universe; cosmology; and the evolution and structure of the solar system. Field trips are required to study points of astronomical interest. The student may opt to receive credit in only one of the following courses: Astronomy 1510 or Astronomy.

BIOLOGY

BIOL 1500 Fundamentals of Biology (3)

[FORMERLY BIOL 1]

Advisory: Eligibility for English 1500 strongly recommended;

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This survey of the principles of biology includes cell theory, cell division, heredity, and anatomy and physiology of plants and animals. The course also includes a survey of the principle groups of plants and animals. This course is a non-majors life science course.

Biology (cont.)**BIOL 1501 Fundamentals of Biology Laboratory (1)****[FORMERLY BIOL 1L]***Prerequisite: Successful completion in or concurrent enrollment in Biology 1500**Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended**Total Hours: 48 hours lab***Transfer Credit: CSU: UC**

Biology 1501 is an introductory laboratory course designed to survey the plant and animal kingdoms. The course includes microscopy of plants and lower animals, mitosis, life cycles, cell structure, and animal dissection.

BIOL 1510 Fundamentals of Biology with Laboratory (4)*Advisory: Eligibility for English 1500 strongly recommended**Total Hours: 48 hours lecture; 48 hours lab (96 hours total)***Transfer Credit: CSU: UC**

This course consists of both lecture and laboratory components that will survey the principles of biology, including cell theory, cell division, heredity, evolution, and anatomy physiology of plants and animals. The course also includes a survey of the principle groups of plants and animals. This course is a non-majors life science course.

BIOL 1513 Introduction to Environmental Studies with Lab (4)**[FORMERLY BIOL 1503; ENST 10]***Advisory: Eligibility for English 1000 and Reading 1005 and Math 1050, or 1 year of high school algebra, strongly recommended**Total Hours: 48 hours lecture; 48 hours lab (96 total hours)***Transfer Credit: CSU: UC**

This is an interdisciplinary introduction to ecology through the study of contemporary environmental problems of renewable and nonrenewable resources. The socioeconomic and political concerns of resource shortages, pollution, conservation, and management will be discussed. Field trips are required to certain local points of geological interest. The student may opt to receive credit in only one of the following courses: Biology 1503 or Biology 1513.

BIOL 2201 Introductory Biology - Cells (4)**[FORMERLY BIOL 2]***Prerequisites or Co-requisites: Successful completion of Chemistry 2211 with a grade of 'C' or better; eligible for or successful completion of Math 1060 with a grade of C or better**Advisory: Eligible for English 1500**Total Hours: 48 hours lecture; 59 hours lab (107 hours total)***Transfer Credit: CSU: UC**

This course, intended for Biology majors, will cover principles and applications of prokaryotic and eukaryotic cell structure and function, biological molecules, homeostasis, cell reproduction and its controls, molecular genetics, classical/Mendelian genetics, cell metabolism including photosynthesis and respiration, and cellular communication. The philosophy of science, methods of scientific inquiry and experimental design are foundation to the course. **C-ID: BIOL 190; BIOL 135S**

BIOL 2202 General Zoology (5)**[FORMERLY ZOOL 1A]***Prerequisite: Eligibility for Mathematics 1500 or higher**Advisory: Completion of Biology 2201 and eligibility for English 1500 strongly recommended**Total Hours: 48 hours lecture; 96 hours lab (144 hours total)***Transfer Credit: CSU: UC**

This course is intended for majors, and includes a survey of animal phyla and non-photosynthetic, single-celled, eukaryotic taxa. It covers the comparative structure, function, and life cycles of animals, as well as principles of evolution, taxonomy, and systematics. Topics include development, morphology and physiology, phylogeny, and behavior of animals, as well as principles of evolution, mechanisms of evolutionary change, and speciation. **Field trips are required.** Students who intend to transfer to a UC should take BIOL 2202 after BIOL 2201. **C-ID: BIOL 150; BIOL 135S**

BIOL 2203 General Botany (4)**[FORMERLY BOT 1; BOT 1L]***Prerequisite: Eligibility for Mathematics 1500 or higher**Advisory: Completion of Biology 2201 and eligibility for English 1500 strongly recommended**Total Hours: 48 hours lecture; 59 hours lab (107 hours total)***Transfer Credit: CSU: UC**

This course is intended for majors and covers comparative diversity, structure, and function of plant, fungal, and protistan phyla. Topics include development, morphology and physiology, taxonomy and systematics. Principles of population and community ecology and ecosystem interactions are emphasized. Students who intend to transfer to UC should take BIOL 2203 after BIOL 2201. **C-ID: BIOL 155; BIOL 135S**

Biology (cont.)**BIOL 2250 Human Anatomy (5)****[FORMERLY ANAT 6]**

Advisory: Eligibility for English 1500, Mathematics 1500, and completion of Biology 1500, 1510, or Health Education 1541.

Total Hours: 48 hours lecture; 96 hours lab (144 hours total)

Transfer Credit: CSU: UC

This course examines the structural organization of the human body: gross and microscopic structure of the integumentary, skeletal, muscular, nervous, sensory, endocrine, cardiovascular, lymphatic, respiratory, digestive, excretory, and reproductive systems, from cellular to organ system levels of organization. This course is primarily intended for nursing, allied health, kinesiology, and other health related majors. **C-ID: BIOL 110B**

BIOL 2255 Human Physiology (3)**[FORMERLY PHYS 7]**

Advisory: Eligibility for English 1500, Mathematics 1500, and Biology 1500, 1510, 2250 or Chemistry 1510.

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This lecture course will focus on the study of physiological principles, function, integration and homeostasis of the human body at the cellular, tissue, organ, organ system and organism level: integumentary system, bone, skeletal, smooth and cardiac muscles, nervous system, sensory organs, cardiovascular system, lymphatic and immune systems, respiratory system, urinary system, digestive system, endocrine system, and reproductive system. This course is primarily intended for Nursing, Allied Health, Kinesiology, and other health related majors. **C-ID: BIOL 120B**

BIOL 2256 Human Physiology Laboratory (2)**[FORMERLY PHYS 7L]**

Advisory: Eligibility for English 1500, Mathematics 1500, and Biology 1500, 1510, 2250 or Chemistry 1510.

Total Hours: 96 hours lab

Transfer Credit: CSU: UC

This is a laboratory course to accompany Biology 2255. It includes laboratory exercises on basic laboratory calculations including metric conversions, general and cellular metabolism including osmosis and biomolecules, physiological principles, function, integration and homeostasis of the human body at the cellular, tissue, organ, organ system and organism level: integumentary system, bone, skeletal, smooth and cardiac muscles, nervous system, sensory organs, cardiovascular system, lymphatic and immune systems, respiratory system, urinary system, digestive system, endocrine system, and reproductive system. This course is primarily intended for Nursing, Allied Health, Kinesiology, and other health related majors. **C-ID: BIOL 120B**

BIOL 2257 Human Physiology with Lab (5)

Advisory: Eligible for English 1500, Mathematics 1500, and Biology 1500, 1510, 2250 or Chemistry 1510.

Total Hours: 48 hours lecture; 96 hours lab (144 hours total)

Transfer Credit: CSU: UC

This course is a study of the physiological principles, function, integration and homeostasis of the human body at the cellular, tissue, organ, organ system and organism level: integumentary system, bone, skeletal, smooth and cardiac muscles, nervous system, sensory organs, cardiovascular system, lymphatic and immune systems, respiratory system, urinary system, digestive system, endocrine system, and reproductive system. This course is primarily intended for Nursing, Allied Health, Kinesiology, and other health related majors. Not open to students who have credit of 'C' or better in Biology 2255 and/or Biology 2256. **C-ID: BIOL 120B**

BIOL 2260 General Microbiology (5)**[FORMERLY MICR 8]**

Prerequisite: Successful completion in Biology 1500 or one year of high school biology with a grade of 'C' or better; and Chemistry 1510 or one year of high school chemistry with a grade of 'C' or better

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture; 96 hours lab (144 hours total)

Transfer Credit: CSU: UC

As an introduction to the microbes, this course will include the morphology, metabolism, and pathogenicity of bacteria, fungi, viruses, prions, protozoa, and helminths. Special emphasis will be placed on human immunology and those etiological agents of human disease. Laboratory exercises will include aseptic techniques, culturing and identification of common microbes, cataloging results in structured, notebook format, presentation skills of technical material to peers, drawing fungus micro and macro morphology, and drawing micro and macro parasite morphology.

Biology (cont.)

BIOL 2370 Basic Nutrition (3)

[FORMERLY BIOL 15]

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

In this basic nutrition course students will learn fundamental principles of nutrition and their application to diets under normal conditions.

BUSINESS

BUSN 1050 Business Mathematics (3)

[FORMERLY BUS 21; BUS 50]

Advisory: Eligibility for Mathematics 1050 strongly recommended

Total Hours: 48 hours lecture

Degree Applicable

Use of arithmetic functions with emphasis on business applications is the focus of this course. Special attention is given to equations and their application to business problems.

BUSN 1051 General Accounting (4)

[FORMERLY BUS 52A]

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 64 hours lecture

Degree Applicable

This is an introductory course in accounting stressing theory and principles of elementary accounting applicable to proprietorships, partnerships, and corporations. The course includes the entire bookkeeping cycle. The program gives the student practical training for clerical, bookkeeping, and managerial positions.

BUSN 1053 Computerized Accounting (1)

[FORMERLY BUS 53]

Prerequisite: Successful completion in Business 1051 or Business Administration 2220 with a grade of 'C' or better;

Total Hours: 48 hours lab

Degree Applicable

This course covers accounting practices using a computerized database to develop skills using computerized accounting systems to create customized accounting reports to meet the needs of business and industry.

BUSN 1055 Office Procedures (3)

[FORMERLY BUS 54B]

Advisory: Typing speed of 35 words per minute strongly recommended

Total Hours: 44 hours lecture; 16 hours lab (60 hours total)

Degree Applicable

This comprehensive course for secretarial and clerical majors provides training in modern office processes and procedures including: teamwork, management, customer service, written and verbal communications, presentations, records management, office equipment and technology, planning basics, meeting and event planning, and professional image for advancement.

BUSN 1056 QuickBooks (.5)

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 8 hours lecture

Degree Applicable

This is an introductory course on how to use QuickBooks' basic features through lecture and activities. The course will introduce students to the types of information needed for a business, how to enter the information, and track it in QuickBooks.

BUSN 1059 Electronic Machine Calculations (1)

[FORMERLY BUS 22; BUS 59; BUS 72]

Advisory: Eligibility for Mathematics 1050 strongly recommended

Total Hours: 48 hours lab

Degree Applicable

This course provides instruction on touch addition and solving business problems using the electronic calculator. Assignments are based on typical business situations and problems. Instruction is on an individual progress basis. Students who have completed Business 72 or Business 22 are not eligible for enrollment in this course.

Business (cont.)**BUSN 1500 Introduction to Business (3)****[FORMERLY BUS 32]***Advisory: Eligibility for English 1500 strongly recommended**Total Hours: 48 hours lecture***Transfer Credit: CSU: UC**

This course is a survey course in business providing a multidisciplinary examination of how culture, society and its economic, legal, international, political, and financial institutions, and human behavior interact to affect a business organization's policy and practices within the U.S. and a global society. This course demonstrates how these influences impact the primary areas of business including: organizational structure and design; leadership, human resource management, organized labor practices; marketing; organizational communication; technology; entrepreneurship; legal, accounting, financial practices; the stock and securities market; and therefore affect a business' ability to achieve its organizational goals. **C-ID: BUS 110**

BUSN 1510 Business Communication (3)*Prerequisite: Successful completion of English 1500 with a grade of 'C' or better**Total Hours: 48 hours lecture***Transfer Credit: CSU**

This course 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. This course is designed for students who already have college-level writing skills. **C-ID: BUS 115**

BUSN 1536 Introduction to Exporting (3)**Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; completion of Business 1500 strongly recommended**Total Hours: 48 hours lecture***Transfer Credit: CSU**

This course covers the fundamentals of exporting including marketing and sales, quotations, payments and risks, regulations, licensing, shipping, documentation and business plan development. The process of identifying resources along with their benefits is included. Students will conduct market research for exporting a given product and/or service with online presentations.

BUSN 1560 Business Capstone (3)*Advisory: Completion of all other required courses in either the Business Programs or Automotive Program**Total Hours: 48 hours lecture***Transfer Credit: CSU**

This course is designed to be the culminating project specific to a program of study. Professional and employment related situations and projects will be explored through a variety of learning methods to include simulations, case studies, scenarios, individual research papers, projects, internships, portfolios and presentations necessary for twenty-first century success. Selection of a project will be based on need and/or interest related to the discipline.

BUSN 1601 Beginning Keyboarding (1)**[FORMERLY BUS 1A]***Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended**Total Hours: 48 hours lab***Transfer Credit: CSU**

A beginning course in keyboarding, Business 1601 uses a multi-component instructional program which offers a high degree of flexibility and is designed to allow for individual progress. The major objectives are to teach the keyboard including the alphabet, number and symbol keys and to develop touch control of the keyboard.

BUSN 1602 Beginning Keyboarding (1)**[FORMERLY BUS 1B]***Prerequisite: Successful completion in Business 1601 with a grade of 'C' or better**Total Hours: 48 hours lab***Transfer Credit: CSU**

Business 1602 uses a multi-component instructional program which offers a high degree of flexibility and is designed to allow for individual progress. The major objective is to provide an introduction to typing basic business documents.

Business (cont.)**BUSN 1603 Beginning Keyboarding (1)****[FORMERLY BUS 1C]***Prerequisite: Successful completion in Business 1602 with a grade of 'C' or better**Total Hours: 48 hours lab***Transfer Credit: CSU**

Business 1603 uses a multi-component instructional program which offers a high degree of flexibility and is designed to allow for individual progress. The major objective is to provide an introduction to typing correspondence, reports, and employment documents.

BUSN 2001 College Keyboarding and Document Processing (1)**[FORMERLY BUS 2; BUS 2A]***Prerequisite: Successful completion in Business 1603 or 1 year of high school typing with a grade of 'C' or better;**Total Hours: 48 hours lab***Transfer Credit: CSU**

Business 2001 uses a multi-component, highly flexible instructional program designed to allow for individual progress. This course continues the development of basic keyboarding skills and emphasizes the formatting of various kinds of business correspondence, reports, and tables.

BUSN 2002 College Keyboarding and Document Processing(1)**[FORMERLY BUS 2B]***Prerequisite: Successful completion in Business 2001 with a grade of 'C' or better**Total Hours: 48 hours lab***Transfer Credit: CSU**

Business 2002 uses a multi-component, highly flexible instructional program designed to allow for individual progress. This course continues the development of basic keyboarding skills and emphasizes the formatting of formal reports, medical office documents, legal office documents and the use of international formatting in business correspondence, email, tables and reports.

BUSN 2003 College Keyboarding and Document Processing (1)**[FORMERLY BUS 2C]***Prerequisite: Successful completion in Business 2002 with a grade of 'C' or better**Total Hours: 48 hours lab***Transfer Credit: CSU**

Business 2003 uses a multi-component, highly flexible instructional program designed to allow for individual progress. This course continues the development of basic keyboarding skills and emphasizes the formatting of desktop publishing projects from arranged, unarranged, handwritten and rough draft sources.

BUSN 2275 Business Law (3)**[FORMERLY BUS 18]***Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended**Total Hours: 48 hours lecture***Transfer Credit: CSU: UC**

This course is a survey of the principles of business law with particular emphasis given to contracts, sales, and lease contracts, negotiable instruments, agency law, and trade regulations, partnership and corporate law, professional liability property law, wills, trusts, and estates. **C-ID: BUS 125**

BUSINESS ADMINISTRATION**BSAD 2220 Introduction to Financial Accounting (4)****[FORMERLY BSAD 1A]***Advisory: Eligibility for English 1000 and Reading 1005, and Business 1050 or Business 1051 strongly recommended**Total Hours: 64 hours lecture***Transfer Credit: CSU: UC**

Business Administration 2220 is a foundation course in financial accounting principles. It is a study of accounting as an information system, with emphasis on the accounting cycle, sole proprietorships, corporations and partnerships, financial statements, and using generally accepted accounting principles to account for assets, liabilities, expenses, revenues, capital, and provide internal controls. **C-ID: ACCT 110**

Business Administration (cont.)

BSAD 2221 Introduction to Managerial Accounting (4)

[FORMERLY BSAD 1B]

Prerequisite: Successful completion in Business Administration 2220 with a grade of 'C' or better

Total Hours: 64 hours lecture

Transfer Credit: CSU: UC

Business Administration 2221 is a foundation course in managerial accounting principles. It is the study of how managers use accounting information in decision-making, planning, directing operations, and controlling. Areas covered include study of cost terms and concepts, cost behaviors, basic features of internal reporting systems, cost system designs, cost control, profit planning, performance analyst, and strategic management with an emphasis on business decision making. **C-ID: ACCT 120**

CHEMISTRY

CHEM 1510 Introductory College Chemistry (4)

[FORMERLY CHEM 10]

Prerequisite: Eligibility for Mathematics 1060

Advisory: Eligibility for English 1500

Total Hours: 48 hours lecture; 48 hours lab (96 hours total)

Transfer Credit: CSU: UC

This course is a survey of basic chemistry topics. This course is intended as preparation for chemistry and allied health majors, and general education. This is a general education course not open to students with credit in Chemistry 2211.

CHEM 1520 Introduction to Organic and Biochemistry (4)

[FORMERLY CHEM 10]

Prerequisite: Successful completion of Chemistry 1510 or equivalent

Advisory: Eligibility for English 1500

Total Hours: 48 hours lecture; 48 hours lab (96 hours total)

Transfer Credit: CSU: UC

This course is a survey of organic and biochemistry for nursing majors and other allied health fields. Topics include general organic chemistry and biological chemistry as they apply to living systems.

CHEM 2211 General Chemistry (5)

[FORMERLY CHEM 1A]

Prerequisite: Successful completion of Chemistry 1510 and Mathematics 1060 with a grade of 'C' or better; high school chemistry and intermediate algebra or trigonometry with grades of 'C' or better as part of the qualification by assessment process..

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture; 96 hours lab (144 hours total)

Transfer Credit: CSU: UC

This is the first semester of a one-year course sequence in chemistry intended for majors in the natural sciences (chemistry, biochemistry, biology, physics, pre-medicine), mathematics and engineering. **C-ID: CHEM 110; CHEM 120S**

CHEM 2212 General Chemistry and Qualitative Analysis (5)

[FORMERLY CHEM 1B]

Prerequisite: Successful completion of Chemistry 2211 with a grade of 'C' or better

Advisory: Eligibility for English 1500

Total Hours: 48 hours lecture; 96 hours lab (144 hours total)

Transfer Credit: CSU: UC

This is the second semester of a one-year course sequence in chemistry intended for majors in the natural sciences (chemistry, biochemistry, biology, physics, pre-medicine), mathematics and engineering. Special emphasis in the laboratory is placed on the theory and techniques of qualitative analysis. **C-ID: 120S**

CHEM 2250 Quantitative Analysis (4)

Prerequisite: Successful completion in Chemistry 2212 with a grade of 'C' or better

Total Hours: 32 hours lecture; 96 hours lab (128 hours total)

Transfer Credit: CSU: UC

This course is a practical and theoretical exploration of quantitative analytical techniques. Principles of gravimetric, volumetric, spectrophotometric and chromatographic analysis are stressed in both lecture and laboratory. Sample preparation methods and data analysis are also introduced.

COMMUNICATION

COMM 1510 Mass Communication and the Individual (3)

[FORMERLY COMM 1; HUM 1]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course is a survey of mass communications and the interrelationships of media and society including, history structure and trends in a digital age. This course includes discussion of theories and effects, economics, technology, law and ethics, global media, media literacy, and social issues including gender and cultural survey of mass communications and the interrelationships of media with society including diversity. Students may opt to receive credit in either Communications 1510 or Journalism 1510, not both.

COMPUTER SCIENCE

COSC 1000 Introduction to Computers (1)

[FORMERLY COSC 55]

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 8 hours lecture; 24 hours lab (32 hours total)

Degree Applicable

This course is a basic introduction to computer technology. It is intended for students with limited or no familiarity with computer use and technology. Students will become familiar with computer hardware and software through lecture, discussion, and hands on activities in the classroom during focused segments of instruction. The course content is presented in a classroom environment as well as via a textbook and interactive CD ROM.

COSC 1050 Personal Computer Repair (2)*

[FORMERLY COSC 50]

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 24 hours lecture; 24 hours lab (48 hours total)

Degree Applicable

This course is designed for students planning to enter computer hardware replacement business. It will include demonstrations, lectures, problem assignments and hands-on experience troubleshooting a computer. The emphasis will be placed on a recent Microsoft Windows Operating System and its relationship to computer hardware components. Other operating systems will be explored.

COSC 1532 Basic Internet Skills and Concepts (1)

[FORMERLY COSC 32A]

Prerequisite: None

Total Hours: 8 hours lecture; 24 hours lab (32 hours total)

Transfer Credit: CSU

This course provides an introduction to information resources on the Internet. Protocols and services covered include e-mail, news, discussion groups, and the World Wide Web. Navigation, searching, and retrieving techniques will be covered using Windows based web-browsers and search engines. Special focus will be given to the fastest growing resource, the WWW, by creating a personal home page.

COSC 1603 Introduction to Word Processing - Microsoft Word (1.5)

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 16 hours lecture, 24 hours lab (40 hours total)

Transfer Credit: CSU

This course is an introduction to word processing in the Microsoft Windows environment. This course will cover the operation and features of Microsoft Word to support common communication requirements in a business environment.

COSC 1703 Introduction to Spreadsheets - Microsoft Excel (1.5)

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 16 hours lecture, 24 hours lab (40 hours total)

Transfer Credit: CSU

This course is an introduction to spreadsheets in the Microsoft Windows environment. This course will cover the operation and features of Microsoft Excel to solve common problems in a business environment.

Computer Science (cont.)**COSC 1812 Introduction to Presentation Graphics - Microsoft PowerPoint (1.5)**

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 16 hours lecture, 24 hours lab (40 hours total)

Transfer Credit: CSU

This course is an entry-level course for students who wish to obtain a general knowledge of the application of presentation graphics software in the preparation of effective, professional presentations. This course will cover a computerized presentation on a topic of their choice as a final project. All presentations will be developed using Microsoft PowerPoint.

COSC 1902 Introduction to Databases Microsoft Access (1.5)

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 16 hours lecture; 24 hours lab (40 hours total)

Transfer Credit: CSU

This course is an introduction to Database Management Systems (DBMS) in the Microsoft Windows environment. This course will cover the operation and features of Microsoft Access to support common data management requirements in a business environment.

COSC 2000 Computer Operating Systems (1.5)*

[FORMERLY COSC 42D]

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 16 hours lecture; 24 hours lab (40 hours total)

Transfer Credit: CSU

This course is designed for students planning to enter computer science. It will include demonstrations, lectures, problem assignments and hands-on experience troubleshooting a computer. The emphasis will be placed on the Microsoft Windows 2000 Operating System and its relationship to computer hardware components. Other operating systems will be explored.

COSC 2002 Computer Operating Systems (1.5)*

[FORMERLY COSC 42E]

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 16 hours lecture; 24 hours lab (40 hours total)

Transfer Credit: CSU

This course is an introduction to the Microsoft Windows XP Operating System. Both fundamental and advanced skills necessary to use Windows XP will be covered. The course will provide a solid foundation of knowledge upon which students can build. Real world examples prepare students to be skilled users of Windows XP.

COSC 2020 Introduction to Computer Information Systems (3)

[FORMERLY COSC 43]

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 32 hours lecture; 48 hours lab (80 hours total)

Transfer Credit: CSU

This course is designed for students planning to enter computer science, science, business, education or other related fields. Learn basic through advanced computer concepts with an emphasis on both the personal computer and enterprise computing. Topics include hardware, application and system software, the Internet and World Wide Web, communications, e-commerce, societal issues, database management, systems analysis and design, programming, information systems career opportunities, certifications in the computer field, and computer trends. **C-ID: BUS 140**

COSC 2300 Dreamweaver (3)

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 32 hours lecture; 48 hours lab (80 hours total)

Transfer Credit: CSU

This introductory course is designed to present and provide various techniques for planning, building, uploading, maintaining, and updating a web site using the Dreamweaver software program. The course will emphasize methods for designing and creating web pages through the use of Hyper Text Markup Language (HTML), Cascading Style Sheets (CSS), web scripting, and other web technologies. Topics such as integrating images, sound, and other multimedia into web pages using Dreamweaver will be discussed. This course will also address web file management, navigation systems, usability issues, limitations of web technologies, and content management.

COURT REPORTING

CTRP 1010 Beginning Machine Shorthand Theory and Lab 1 (5) **[FORMERLY BUS 71; CTRP 51]**

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended
Total Hours: 64 hours lecture; 48 hours lab (112 hours total)

Degree Applicable

This course covers the basic theory of machine shorthand and mastery of the keyboard. It covers the introduction and master of basic stenotype concepts for all one-syllable words and simple two-syllable words written by sound, beginning number writing, all marks of punctuation, one- and two-letter brief forms, two- and three-letter phrases, reading from stenotype notes, and dictation at 40 words per minute. This course meets partial requirements of the Court Reporters Board of California and the National Court Reporters Association. This course is offered on a Pass/No Pass basis only. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

CTRP 1070 Legal Terminology I (3) **[FORMERLY CTRP 57]**

Prerequisite: None
Total Hours: 48 hours lecture

Degree Applicable

This course will provide a background of basic legal terminology. The course will explore Latin prefixes and Latin suffixes, which will allow for correct spelling, pronunciation and definition of basic legal terms. This course meets the requirements of the Court Reporters Board of California leading to certification to take the state Certified Shorthand Reporter test. This course is offered on a Pass/No Pass basis only. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

CTRP 1075 Legal Terminology II (3)

Prerequisite: Successful completion in Court Reporting 1070
Total Hours: 48 hours lecture

Degree Applicable

This course is designed to provide an overview of terminology of the legal profession. The course will cover laws of wills and estates, real property, family law, negotiable instruments, business organization, and bankruptcy. The common legal terms used in these areas will be emphasized. This course meets the requirements of the Court Reporters Board of California leading to certification to take the Certified Shorthand Reporter test. This course is offered on a Pass/No Pass basis only. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

CTRP 1080 Court and Deposition Procedures (3) **[FORMERLY CTRP 58]**

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended
Total Hours: 32 hours lecture; 48 hours lab (80 hours total)

Degree Applicable

Emphasizes role of the official and freelance reporter in preparation of deposition and court transcripts, marking and handling of exhibits, indexing and storing notes, reporting techniques and ethics; also, the course includes the communication skills, professional image and business etiquette expected of the reporter. This course meets the requirements of the Court Reporters Board of California and this course is offered on a Pass/No Pass basis only. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

CTRP 1090 Court Reporting Punctuation and Grammar (4) **[FORMERLY CTRP 59]**

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 64 hours lecture

Degree Applicable

A comprehensive course covering Standard English rules for grammar, punctuation, and capitalization with particular emphasis on punctuating the reporter's transcript. This course contains specialized English topics as they apply to the reporting profession. Grammar for reporters emphasizes parts of speech and parts of sentence structure. This course lays an essential foundation for correct grammar and punctuation, as well as an overview of proofreading techniques that apply to verbatim transcripts. This course meets the requirements of the Court Reporters Board of California. This course is offered on a Pass/No Pass basis only. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

Court Reporting (cont.)

CTRP 1131 60 WPM Machine Shorthand Speed Building: Literary and Jury Charge (5) **[FORMERLY CTRP 1031]**

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Prerequisite: Court Reporting 1010

Total Hours: 256 lab hours

Degree Applicable

This course presents beginning speed-building writing strategies to prepare for progressively more difficult speed-based competency goals. It promotes the development of speed and accuracy in taking dictation on a stenotype machine. It reviews basic theory and will introduce the student in developing sufficient skills to write literary and jury charge material on a stenotype machine at 60 words per minute (wpm) for a minimum of five minutes with a goal of 97.5% accuracy. Includes English usage, punctuation, spelling/word usage, and an introduction to proper transcription and document formatting. This course meets the requirements of the California Court Reporting Board. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

CTRP 1132 100 WPM Machine Shorthand Speed Building: Literary and Jury Charge (5) **[FORMERLY CTRP 1032]**

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Prerequisite: Qualification by assessment process or successful completion of Court Reporting 1151 and 1161

Total Hours: 256 lab hours

Degree Applicable

This course presents more complex speed-building writing strategies to prepare for higher speed-based competency goals. It promotes the development of speed and accuracy in taking dictation on a stenotype machine. It reviews basic theory and further develops sufficient skills to write literary and jury charge material on a stenotype machine at 100 words per minute (wpm) for a minimum of five minutes with a goal of 97.5% accuracy. Includes English usage, punctuation, spelling/word usage, and an introduction to proper transcription and document formatting. This course meets the requirements of the California Court Reporting Board. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

CTRP 1133 140 WPM Machine Shorthand Speed Building: Literary and Jury Charge (5) **[FORMERLY CTRP 1033]**

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Prerequisite: Qualification by assessment process or successful completion of Court Reporting 1152 and 1162

Total Hours: 256 lab hours

Degree Applicable

This course presents more complex speed-building writing strategies for Literary and Jury Charge material to prepare for higher speed-based competency goals. It promotes the development of speed and accuracy in taking dictation on a stenotype machine. It reviews basic theory and further develops sufficient skills to write literary, medical, and jury charge material on a stenotype machine at 140 words per minute (wpm) for a minimum of five minutes with a goal of 97.5% accuracy. Includes English usage, punctuation, spelling/word usage, and an introduction to proper transcription and document formatting. This course meets the requirements of the California Court Reporting Board. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

CTRP 1134 180 WPM Machine Shorthand Speed Building: Literary and Jury Charge (5) **[FORMERLY CTRP 1034]**

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Prerequisite: Qualification by assessment process or successful completion of Court Reporting 1153 and 1163

Total Hours: 256 lab hours

Degree Applicable

This course presents more complex speed-building writing strategies to prepare for higher speed-based competency goals. It promotes the development of speed and accuracy in taking dictation on a stenotype machine. It reviews basic theory and further develops sufficient skills to write literary, medical, and jury charge material on a stenotype machine at 180 words per minute (wpm) for a minimum of five minutes with a goal of 97.5% accuracy. Includes English usage, punctuation, spelling/word usage, and an introduction to proper transcription and document formatting. This course meets the requirements of the California Court Reporting Board. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

Court Reporting (cont.)

CTRP 1141 60 WPM Machine Shorthand Speed Building: 2-Voice (5)**[FORMERLY CTRP 1041]***Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended**Prerequisite: Court Reporting 1010**Total Hours: 256 lab hours****Degree Applicable***

This course presents more complex speed-building writing strategies to prepare for higher speed-based competency goals. It promotes the development of speed and accuracy in taking dictation on a stenotype machine. It reviews basic theory and will introduce the student in developing sufficient skills to write 2-Voice material on a stenotype machine at 60 words per minute (wpm) for a minimum of five minutes with a goal of 97.5% accuracy. Includes English usage, punctuation, spelling/word usage, and an introduction to proper transcription and document formatting. This course meets the requirements of the California Court Reporting Board. **This course is offered at the WESTEC facility.**

Please see additional information here: <http://westec.org/>.

CTRP 1142 100 WPM Machine Shorthand Speed Building: 2-Voice (5)**[FORMERLY CTRP 1042]***Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended**Prerequisite: Qualification by assessment process or successful completion of Court Reporting 1151 and 1161**Total Hours: 256 lab hours****Degree Applicable***

This course presents more complex speed-building writing strategies to prepare for higher speed-based competency goals. It promotes the development of speed and accuracy in taking dictation on a stenotype machine. It reviews basic theory and further develops sufficient skills to write 2-Voice material on a stenotype machine at 100 words per minute (wpm) for a minimum of five minutes with a goal of 97.5% accuracy. Includes English usage, punctuation, spelling/word usage, and an introduction to proper transcription and document formatting. This course meets the requirements of the California Court Reporting Board. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

CTRP 1143 140 WPM Machine Shorthand Speed Building: 4-Voice (5)**[FORMERLY CTRP 1043]***Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended**Prerequisite: Qualification by assessment process or successful completion of Court Reporting 1152 and 1162**Total Hours: 256 lab hours****Degree Applicable***

This course promotes the development of speed and accuracy in taking dictation on a stenotype machine. It reviews basic theory and further develops sufficient skills to write 4-Voice material on a stenotype machine at 140 words per minute (wpm) for a minimum of ten minutes with a goal of 97.5% accuracy. Includes English usage, punctuation, spelling/word usage, and an introduction to proper transcription and document formatting. This course meets the requirements of the California Court Reporting Board. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

CTRP 1144 180 WPM Machine Shorthand Speed Building: 4-Voice (5)**[FORMERLY CTRP 1044]***Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended**Prerequisite: Qualification by assessment process or successful completion of Court Reporting 1153 and 1163**Total Hours: 256 lab hours****Degree Applicable***

This course promotes the development of speed and accuracy in taking dictation on a stenotype machine. It reviews basic theory and further develops sufficient skills to write 4-Voice material on a stenotype machine at 180 words per minute (wpm) for a minimum of ten minutes with a goal of 97.5% accuracy. Includes English usage, punctuation, spelling/word usage, and an introduction to proper transcription and document formatting. This course meets the requirements of the California Court Reporting Board. This course is offered on a Pass/No Pass basis only. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

Court Reporting (cont.)

CTRP 1151 80 WPM Machine Shorthand Speed Building – Literary and Jury Charge (5)

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Prerequisite: Qualification by assessment process or successful completion of Court Reporting 1131 and 1141

Total Hours: 256 lab hours

Degree Applicable

This course presents more complex speed-building writing strategies to prepare for higher speed-based competency goals. This course promotes the development of speed and accuracy in taking dictation on a stenotype machine. It reviews basic theory and will introduce the student in developing sufficient skills to write literary and, jury charge material on a stenotype machine at 80 words per minute (wpm) for a minimum of five (5) minutes with a goal of 97.5% accuracy. Includes English usage, punctuation, spelling/word usage, and proper transcription and document formatting. This course meets the requirements of the California Court Reporting Board. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

CTRP 1152 120 WPM Machine Shorthand Speed Building – Literary and Jury Charge (5)

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Prerequisite: Qualification by assessment process or successful completion of Court Reporting 1132 and 1142

Total Hours: 256 lab hours

Degree Applicable

This course presents more complex speed-building writing strategies to prepare for higher speed-based competency goals. This course promotes the development of speed and accuracy in taking dictation on a stenotype machine. It reviews basic theory and further develops sufficient skills to write literary and jury charge material on a stenotype machine at 120 words per minute (wpm) for a minimum of five (5) minutes with a goal of 97.5% accuracy. Includes English usage, punctuation, spelling/word usage, and proper transcription and document formatting. This course meets the requirements of the California Court Reporting Board. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

CTRP 1153 160 WPM Machine Shorthand Speed Building – Literary and Jury Charge (5)

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Prerequisite: Qualification by assessment process or successful completion of Court Reporting 1133 and 1143

Total Hours: 256 lab hours

Degree Applicable

This course presents more complex speed-building writing strategies to prepare for higher speed-based competency goals. This course promotes the development of speed and accuracy in taking dictation on a stenotype machine. It reviews basic theory and further develops sufficient skills to write medical, literary and jury charge material on a stenotype machine at 160 words per minute (wpm) for a minimum of ten (10) minutes with a goal of 97.5% accuracy. Includes English usage, punctuation, spelling/word usage, and proper transcription and document formatting. This course meets the requirements of the California Court Reporting Board. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

CTRP 1154 200 WPM Machine Shorthand Speed Building – Literary and Jury Charge (5)

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Prerequisite: Qualification by assessment process or successful completion of Court Reporting 1134 and 1144

Total Hours: 256 lab hours

Degree Applicable

This course presents more complex speed-building writing strategies to prepare for higher speed-based competency goals. This course promotes the development of speed and accuracy in taking dictation on a stenotype machine. It reviews basic theory and further develops sufficient skills to write literary and jury charge material on a stenotype machine at 200 words per minute (wpm) for a minimum of five (5) minutes with a goal of 97.5% accuracy. Includes English usage, punctuation, spelling/word usage, and proper transcription and document formatting. This course meets the requirements of the California Court Reporting Board. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

CTRP 1161 80 WPM Machine Shorthand Speed Building: 2-Voice (5)

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Prerequisite: Qualification by assessment process or successful completion of Court Reporting 1131 and 1141

Total Hours: 256 lab hours

Degree Applicable

This course presents more complex speed-building writing strategies to prepare for higher speed-based competency goals. This course promotes the development of speed and accuracy in taking dictation on a stenotype machine. It reviews basic theory and further develops sufficient skills to write 2-Voice material on a stenotype machine at 80 words per minute (wpm) for a minimum of five (5) minutes with a goal of 97.5% accuracy. Includes English usage, punctuation, spelling/word usage, and proper transcription and document formatting. This course meets the requirements of the California Court Reporting Board. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

Court Reporting (cont.)

CTRP 1162 120 WPM Machine Shorthand Speed Building: 2-Voice (5)

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Prerequisite: Qualification by assessment process or successful completion of Court Reporting 1132 and 1142

Total Hours: 256 lab hours

Degree Applicable

This course presents more complex speed-building writing strategies to prepare for higher speed-based competency goals. This course promotes the development of speed and accuracy in taking dictation on a stenotype machine. It reviews basic theory and further develops sufficient skills to write 2-Voice material on a stenotype machine at 120 wpm for a minimum of five (5) minutes with a goal of 97.5% accuracy. Includes English usage, punctuation, spelling/word usage, and proper transcription and document formatting. This course meets the requirements of the California Court Reporting Board. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

CTRP 1163 160 WPM Machine Shorthand Speed Building: 4-Voice (5)

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Prerequisite: Qualification by assessment process or successful completion of Court Reporting 1133 and 1143

Total Hours: 256 lab hours

Degree Applicable

This course presents more complex speed-building writing strategies to prepare for higher speed-based competency goals. This course promotes the development of speed and accuracy in taking dictation on a stenotype machine. It reviews basic theory and further develops sufficient skills to write 4-Voice material on a stenotype machine at 160 words per minute (wpm) for a minimum of ten (10) minutes with a goal of 97.5% accuracy. Includes English usage, punctuation, spelling/word usage, and proper transcription and document formatting. This course meets the requirements of the California Court Reporting Board. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

CTRP 1164 200 WPM Machine Shorthand Speed Building: 4-Voice (5)

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Prerequisite: Qualification by assessment process or successful completion of Court Reporting 1134 and 1144

Total Hours: 256 lab hours

Degree Applicable

This course promotes the development of speed and accuracy in taking dictation on a stenotype machine. It reviews basic theory and develops sufficient skills to write 4-Voice material on a stenotype machine at 200 words per minute (wpm) for a minimum of ten (10) minutes with 97.5% accuracy. Includes English usage, punctuation, spelling/word usage, and proper transcription and document formatting. This course meets the requirements of the California Court Reporting Board. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

CTRP 1210 Proofreading for the Court Reporter (2)

Co-requisite: Enrollment in Court Reporting 1030, 1040, 1050, 1060

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 24 hours lecture; 24 hours lab (48 hours total)

Degree Applicable

This course will discuss the fundamentals of word division, capitalization, expressions of numbers, punctuation, grammar, and proofreading in court reporting. The course will provide practice on writing, proofreading, and editing various transcripts and documents. An extensive review of parts of speech and types and classification of sentences will be presented. This course is offered on a Pass/No Pass basis only. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

CTRP 1250 Certified Shorthand Reporter Preparation (2)

[FORMERLY CTRP 61]

Prerequisite: Proficiency of 180 words per minute

Total Hours: 32 hours lecture

Degree Applicable

Comprehensive review of all academic course material, as well as court reporting related courses, which are necessary to take the Registered Professional Reporter and Certified Shorthand Reporter tests. Extensive reviews of vocabulary, legal and medical terminologies, court and deposition review (including various State and Federal codes), ethics, grammar and punctuation development, anatomy, and spelling. This course meets the requirements of the Court Reporters Board of California. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

Court Reporting (cont.)

CTRP 1260 Machine Shorthand Speed Building - Dictation/Transcription (1.25)

Prerequisite: Qualification by assessment process or successful completion of Court Reporting 1034, 1044, 1054 and 1064

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 64 lab hours total

Not Degree Applicable

This course promotes the development of speed and accuracy in taking dictation on a stenotype machine. It reviews basic theory and develops sufficient skills to write and transcribe complex material on a stenotype machine up to 240 words per minute (wpm) for a minimum of five minutes with 97.5% accuracy. Includes English usage, punctuation, spelling/word usage, and proper transcription and document formatting. This course meets the requirements of the California Court Reporting Board. This course is offered on a Pass/No Pass basis only. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

CRIMINAL JUSTICE ADMINISTRATION

CJA 1001 Corrections Officer Core Course (6.5)*

[FORMERLY CJA 52]

Prerequisite: None

Total Hours: 50 hours lecture; 158 hours lab (208 hours total)

Degree Applicable

This course is designed to meet the corrections standards authority requirements for entry level corrections officers in adult detention facilities. This course covers various legal issues in dealing with incarcerated offenders as well as supervision of inmates, transportation, report writing, blood borne pathogens, CPR, first aid, receiving and release of inmates, weaponless defense, fire, and life safety. A Corrections Officer Core Course certificate is issued at the completion of this course. This course has a material fee.

CJA 1003 Chemical Agent Deployment (1.5)*

[FORMERLY CJA 73]

Prerequisite: This class is restricted to individuals currently employed in the criminal justice system

Total Hours: 24 hours lecture

Degree Applicable

This course is intended for peace officers, correctional officers, juvenile institutions staff and probation officers. Provides the required competencies and certification for the use of chemical agent sprays. This course meets the training requirements as set forth by the Corrections Standards Authority for counties participating in the Standards and Training for Corrections Program. This course includes physical activity and exposure to chemical agents for training purposes. This course is offered on a pass/no pass basis only. This course has a material fee.

CJA 1004 Defensive Tactics and Weaponless Defense (1.5)*

[FORMERLY CJA 60; POCS 60]

Prerequisite: This class is restricted to individuals currently employed in the criminal justice system

Total Hours: 24 hours lecture

Degree Applicable

This course is designed to provide corrections officers, first line supervisors, and probation officers with advanced skills in the area of weaponless self-defense through refreshment and enhancement of skills developed in the Basic Core Courses. This course includes the application of handcuffing techniques. Strenuous physical activity is involved.

CJA 1005 Unarmed Self-Defense (2.5)*

[FORMERLY CJA 61]

Prerequisite: Successful completion in Criminal Justice Administration 1001 or 1057. This class is restricted to those individuals currently working in the criminal justice system.

Advisory: Participating students should be able to perform physical actions related to self-defense.

Total Hours: 16 hours lecture; 80 hours lab (96 hours total)

Degree Applicable

This course provides training to law enforcement, corrections and security officers to perform their daily tasks with less danger to themselves and to increase their ability to control suspects and prisoners in a humane and lawful manner. This course meets the training requirements as set forth by the Corrections Standards Authority for counties participating in the Standards and Training for Corrections Program.

Criminal Justice Administration (cont.)

CJA 1057 Arrest and Control Techniques PC832 (2.5)*

[FORMERLY CJA 57ABCD]

Prerequisite: None

Total Hours: 40 hours lecture

Degree Applicable

This course introduces methods and regulations used by peace officers regarding the powers of arrest, search and seizure. Students will engage in the use of weaponless self-defense activities and physical arrest activities. The course is designed to meet the requirements of Penal Code Section 832, which establishes a minimum mandatory standard of training for Peace Officers in the State of California. This course meets the Commission on Peace Officers Standards and Training (POST) requirements. This course includes strenuous physical activity. This course is offered on a Pass/No Pass basis only. This course is repeatable. Only 2.5 units can be applied towards an Associate degree.

CJA 1058 PC 832 Firearms Training (1.5 units per semester; limit 6 units)*

[FORMERLY CJA 58ABCD]

Prerequisite: Successful completion of CJA 1057 with a passing grade.

Total Hours: 24 hours lecture

Degree Applicable

This course covers the competencies required for certification by Peace Officer Standards and Training (POST) for Penal Code section 832 Firearms. This course includes engagement in the use of firearms: which will include handgun familiarization; safety; care, cleaning and storage; and firearms range qualifications. This course is offered as pass/no pass basis only. Only 1.5 units can be applied towards an Associate degree.

***SPECIAL NOTICE:** Per Penal Code section 13511.5, students must obtain written clearance from the California Department of Justice verifying that they are not prohibited from possessing firearms.

CJA 1100 Criminal Justice Administration Special Topics (.25-3)*

[FORMERLY CJA 65A-Z]

Prerequisite: None

Total Hours: Minimum of 4 hours lecture; 4 hours lab (8 hours total)

Degree Applicable

This is a series of workshop/seminar sessions devoted to instruction in specialized topics pertinent to criminal justice administration. The course will feature speakers or panels of specialists from the law enforcement or corrections fields who have expertise in the particular subject area. These courses will be graded on a Pass/No Pass basis only.

CJA 2115 Patrol Procedures (3)*

[FORMERLY CJA 15]

Advisory: Successful completion of English 1500 with a grade of "C" or better strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course examines the basic responsibilities, techniques and methods of police patrol and operations, including theories of patrol, goals, patrol environment, hazards, community oriented policing, and problem-oriented policing. In addition, this course analyzes patrol supervision, staffing and deployment, special issues in patrol operations, upgrading the patrol function, traffic enforcement, the handling of criminal activity, report writing as well as ethics in law enforcement.

CJA 2131 Control and Supervision in Corrections (3)

[FORMERLY CJA 31]

Advisory: Successful completion of English 1500 with a grade of "C" or better strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course offers an overview of the supervision of inmates in local, state and federal correctional institutions. The issues of control and supervision in a correctional environment will emphasize the role played by the correctional employee and incarcerated persons. Topics will include inmate sub-culture, gangs, substance abuse, violence, legal considerations, effects of overcrowding on inmates and staff, and coping techniques for correctional officers in a prison environment. The causes and effects of abusive behavior by correctional staff and inmates will also be discussed.

CJA 2133 Legal Aspects of Corrections (3)

[FORMERLY CJA 33]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course provides students with an awareness of the historical framework, concepts, and precedent that guide correctional practice. Course material will broaden the individual's perspective of the corrections environment, the civil rights of prisoners and responsibilities and liabilities of correctional officials.

Criminal Justice Administration (cont.)

CJA 2134 Correctional Interviewing and Counseling (3)

[FORMERLY CJA 34]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course is an overview of the techniques in counseling available to practitioners in corrections. Appropriate techniques and theories in confidence building which may be used by the correctional employee in client interviews and counseling will be covered. This is a basic course for students planning to enter, or already employed within, the correctional science field.

CJA 2135 Public Safety Communications (3)

[FORMERLY CJA 35]

Advisory: Successful completion of English 1500 with a grade of "C" or better

Total Hours: 48 hours lecture

Transfer Credit: CSU

This is an introductory course dealing with all aspects of public safety communication. It will cover the techniques of effectively communicating facts, information, and ideas in a clear and logical manner for a variety of public safety communications, i.e. crime/violation/incident reports, letters, memoranda, directives, and administrative reports. The course includes experience opportunities in interviewing, note taking, and report writing.

DENTAL HYGIENE

DNTL 1054 Clinical Practice IV (1)

[FORMERLY DNTL 54; DNTL 54ABC]

Prerequisite: Acceptance into the Dental Hygiene Program and successful completion of Dental Hygiene 2243 with a grade of "C" or higher

Total Hours: 48 clinic (lab) hours per semester to be arranged with the instructor

Degree Applicable

This course will provide the opportunity to become more proficient in the clinical skills learned and practiced in previous clinical courses and to prepare for success on the state clinical licensing examinations. It is offered on a Pass/No Pass basis only.

DNTL 1510 Oral Biology (4)

[FORMERLY DNTL 10]

Prerequisite: Acceptance into Dental Hygiene Program, and successful completion in Biology 2250 and 2260 with grades of 'C' or better

Total Hours: 64 hours lecture

Transfer Credit: CSU

This is a study of embryology and histology of oral structural formation, clinical recognition of normal oral structures, the physiological and structural functions of teeth and supporting tissues, and oral anatomy relative to proper dental hygiene procedures.

DNTL 1511 Oral Radiology (2)

[FORMERLY DNTL 11]

Prerequisite: Acceptance into Dental Hygiene Program

Total Hours: 32 hours lecture; 32 hours lab (64 hours total)

Transfer Credit: CSU

This course teaches the fundamentals of radiation equipment and avoidance of exposure hazards along with clinical application of procedures involved in exposing, processing, preparation and interpretation of dental roentgenograms.

DNTL 1512 Head and Neck Anatomy (3)

[FORMERLY DNTL 12]

Prerequisite: Acceptance into Dental Hygiene Program and successful completion in Biology 2250, 2255, and 2256 with grades of 'C' or better

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course studies the anatomical structures of the head and neck regions and relates these structures to the clinical practice of dental hygiene.

Dental Hygiene (cont.)

DNTL 1513 Dental Health Education/Seminar (2)

[FORMERLY DNTL 13]

Prerequisite: Acceptance into Dental Hygiene Program

Total Hours: 32 hours lecture

Transfer Credit: CSU

Principles and practices of prevention and control of dental disease with emphasis on nutrition, plaque control, motivation and chair side patient education are covered in this course.

DNTL 1514 Introduction to Clinic (5.5)

[FORMERLY DNTL 14]

Prerequisite: Acceptance in Dental Hygiene Program

Total Hours: 48 hours lecture; 128 hours lab (176 hours total)

Transfer Credit: CSU

Introduction to all clinical procedures and skills needed for Dental Hygiene.

DNTL 1517 Critical Thinking for Health Sciences (1.5)

[FORMERLY DNTL 17]

Prerequisite: Acceptance into Dental Hygiene Program; Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 24 hours lecture

Transfer Credit: CSU

The Introduction to Critical Thinking for Health Sciences course is designed to improve students' reasoning process. Instruction consists of creating argument maps, analyzing the validity of arguments, creating valid arguments, critiquing assumptions within arguments, distinguishing between induction and deduction, and in arriving at valid and supportable conclusions. Special emphasis is placed on reasoning and problem solving in health care.

DNTL 2020 Local Anesthesia and Nitrous Oxide (2)

[FORMERLY DNTL 20]

Prerequisite: Successful completion of all first semester Dental Hygiene Program courses and Chemistry 2108 and 2109 with grades of 'C' or better

Total Hours: 16 hours lecture; 48 hours lab (64 hours total)

Transfer Credit: CSU

This course emphasizes pharmacology and physiology of local anesthetic agents and their proper use, the anatomy of the trigeminal nerve, physiology of nerve conduction and how anesthesia works and the prevention and management of emergencies.

DNTL 2021 General and Oral Pathology (4)

[FORMERLY DNTL 21]

Prerequisite: Successful completion of all first semester Dental Hygiene Program courses, Biology 2250, 2255, 2256, and 2260 with grades of 'C' or better

Total Hours: 64 hours lecture

Transfer Credit: CSU

This course covers the pathological processes of inflammation, immunology defense, degeneration, neoplasm, developmental disorders, healing and repair. Recognition of abnormalities in the human body with a special emphasis on normal and abnormal conditions in the oral cavity is also emphasized.

DNTL 2024 Clinical Practice I (4)

[FORMERLY DNTL 24]

Prerequisite: Successful completion of all first semester Dental Hygiene Program courses with grades of 'C' or better

Total Hours: 16 hours lecture; 144 hours clinic (lab) (160 hours total)

Transfer Credit: CSU

This course provides beginning clinical experience in the treatment of adult and child patients. Various clinical procedures utilizing scaling and polishing techniques, extra-oral and intra-oral inspections, cancer screening, dental and periodontal charting, plaque control instructions and topical fluoride application will be put into supervised practice.

Dental Hygiene (cont.)

DNTL 2025 Patient Management and Geriatrics (2)

[FORMERLY DNTL 23; DNTL 2023]

Prerequisite: Successful completion of all first semester Dental Hygiene Program courses with grades of 'C' or better

Total Hours: 32 hours lecture

Transfer Credit: CSU

This course teaches the Dental Hygiene student how to effectively and compassionately treat patients with special needs according to each of their individual needs. Specific diseases, disorders, and disabilities are studied in depth to gain a working knowledge of how to treat these patients in the scope of dental hygiene care and prevention.

DNTL 2026 Nutrition in Dentistry (1)

[FORMERLY DNTL 26]

Prerequisite: Successful completion of all first semester Dental Hygiene Program courses with grades of 'C' or better

Total Hours: 16 hours lecture

Transfer Credit: CSU

This course provides the basic principles of nutrition and their relationship to dental and total health. Its intent is to teach the students how to perform dietary surveys on clinic patients and to plan nutritional dietary programs.

DNTL 2027 Critical Thinking for Health Sciences (1.5)

[FORMERLY DNTL 27]

Prerequisite: Successful completion in Dental Hygiene 1517 with a grade of 'C' or better.

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 24 hours lecture

Transfer Credit: CSU

This course is a continuation of Dental Hygiene 1517. Instruction consists of creating argument maps, analyzing the validity of arguments, creating valid arguments, critiquing assumptions within arguments, distinguishing between induction and deduction, and in arriving at valid and supportable conclusions. Special emphasis is placed on case studies germane to Dental Hygiene and Health Sciences.

DNTL 2130 Periodontics I (3)

[FORMERLY DNTL 30]

Prerequisite: Successful completion of all first and second semester Dental Hygiene Program courses

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course in periodontics teaches identification of the normal periodontium and recognition of deviations from normal and the etiology and principles of periodontal diseases, examination procedures, treatment and preventative measures.

DNTL 2131 Pharmacology (2)

[FORMERLY DNTL 31]

Prerequisite: Successful completion of all first and second semester Dental Hygiene Program courses, Chemistry 2108, 2109, Biology 2255 and 2256 with grades of 'C' or better

Total Hours: 32 hours lecture

Transfer Credit: CSU

This course emphasizes the classification and study of drugs according to origin, physical and chemical properties, therapeutic effect and values, particularly of drugs used in dentistry.

DNTL 2132 Dental Materials (2)

[FORMERLY DNTL 32]

Prerequisite: Successful completion of all first and second semester Dental Hygiene Program courses with grades of 'C' or better

Total Hours: 32 hours lecture; 16 hours lab (48 hours total)

Transfer Credit: CSU

The composition and use of various materials used in the dental procedures, fundamentals of chair side assisting while using dental materials, the concepts of the entire dental team, and principles and application of expanded duties for registered dental hygienists are covered.

Dental Hygiene (cont.)**DNTL 2133 Advanced Clinical Topics (2)****[FORMERLY DNTL 33]**

Prerequisite: Successful completion of all first and second semester Dental Hygiene Program courses with grades of 'C' or better

Total Hours: 32 hours lecture

Transfer Credit: CSU

This course teaches the student to perform proficiency in soft tissue diagnosis and evaluation and develops clinical proficiency under supervision by performing curettage and soft tissue management procedures.

DNTL 2134 Clinical Practice II (5)**[FORMERLY DNTL 34]**

Prerequisite: Successful completion of all first and second semester Dental Hygiene Program courses with grades of 'C' or better; 16 hours lecture

Total Hours: 192 hours clinic (lab) (208 hours total)

Transfer Credit: CSU

This course provides intermediate experience in the treatment of dental hygiene patients to expand on the procedures and techniques introduced in Introduction to Clinic and Clinical Practice I, and to provide more experience on more difficult cases.

DNTL 2240 Periodontics II (1.5)**[FORMERLY DNTL 40]**

Prerequisite: Successful completion of all first, second and third semester Dental Hygiene Program courses with grades of 'C' or better

Total Hours: 24 hours lecture

Transfer Credit: CSU

This course is designed to enhance assessment skills applicable in the treatment of patients with advanced periodontal disease. It covers dental hygienist ethical and clinical responsibility in periodontal disorders and teaches the legal ramifications and the relationship of the specialty practice of periodontics within the broad scope of dentistry.

DNTL 2241 Practice and Financial Management (1)**[FORMERLY DNTL 41]**

Prerequisite: Successful completion of all first, second and third semester Dental Hygiene Program courses with grades of 'C' or better

Total Hours: 16 hours lecture

Transfer Credit: CSU

This course covers office practice management, ethical and legal aspects of dentistry and dental hygiene, and business matters relating to dental hygiene practice.

DNTL 2243 Clinical Practice III (6)**[FORMERLY DNTL 43]**

Prerequisite: Successful completion of all first, second and third semester Dental Hygiene Program courses with grades of 'C' or better

Total Hours: 16 hours lecture; 256 hours clinic (lab) (272 hours total)

Transfer Credit: CSU

This course provides students with the opportunity to become more proficient in the clinical skills learned and practiced in previous clinical courses and to prepare them for success on their state and national board examinations.

DNTL 2244 Community Oral Health (2)**[FORMERLY DNTL 44]**

Prerequisite: Successful completion of all first, second and third semester Dental Hygiene Program courses with grades of 'C' or better

Total Hours: 32 hours lecture

Transfer Credit: CSU

This course introduces students to the principles and practices of dental public health. The emphasis is placed on the role of the dental hygienist as an innovator of, and an educator in, community health programs. Public health issues will be introduced and discussed.

Dental Hygiene (cont.)

DNTL 2245 Ethics and Jurisprudence (2)

[FORMERLY DNTL 45]

Prerequisite: Successful completion of all first, second, and third semester Dental Hygiene Program courses with grades of 'C' or better

Total Hours: 32 hours lecture

Transfer Credit: CSU

This course is the study of the fundamental factors necessary to be employed and practice within the ethical and legal framework of the State Dental Practice Act and the code of ethics of the American Dental Association.

DISABILITIES STUDIES

DS 1501 Introduction to Disabilities (3)

[FORMERLY DSE 1 & 1501; S.S. 1]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU

This introductory course provides a background in the history, theory, language, basic concepts of services for persons with disabilities, effective communication, and terms and vocabulary that are important to the field of disabilities. The course will also detail ethics, rights, social issues, confidentiality, and mandated privacy. It will also explore the employment opportunities to work with individuals with disabilities.

DS 1502 Disabilities and the Law (3)

[FORMERLY DSE 2 & 1502; S.S. 2]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course provides general guidelines for documentation, recording activities and/or events, different types of documentation, effective documentation methods, and the importance of confidentiality. This course also provides an overview of the laws regarding rights and issues as they relate to individuals with disabilities and recipients of services.

DS 1503 Introduction to Medication Support (3)

[FORMERLY DSE 3 & 1503; S.S. 3]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course covers how to support people with disabilities in effectively and safely managing their medications. Information on how to work with medical professionals and safely store, administer and handle medications is included. Since not all paraprofessionals have the same responsibilities in medication support due to different regulations and the varied needs of the persons being supported, the course provides concepts and tools that help to understand and address unique situations.

DS 1504 Cultural Competency towards Disabilities (3)

[FORMERLY DSE 4 & 1504; S.S. 4]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course helps explore cultural awareness and to understand how to work with people who have a wide variety of personal perspectives, cultures, and life circumstances through the disability perspective. The course investigates cultural competency through the five elements of cultural awareness: 1) valuing diversity; 2) understanding your own culture; 3) understanding when culture may be affecting interactions between persons and among groups; 4) knowing where to find good resources; and 5) knowing how to change your behavior to meet the cultural needs of individuals with disabilities.

DS 1505 Teaching Individuals with Disabilities and Dealing with Challenging Behaviors (3)

[FORMERLY DSE 5 & 1505]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course provides an overview of methods for helping people with disabilities effectively learn new tasks and skills. The effect of cognitive disabilities on learning is examined as well as general learning principles and learning theories. Theories are combined with these learning principles in dealing with challenging behaviors that are harmful to self or others, result in property destruction, or consistently interfere with the achievement of personal goals.

Disabilities (cont.)

DS 1506 Maltreatment and Safety at Home and in the Community (3)

[FORMERLY DSE 6 & 1506]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course covers what abuse, neglect and exploitation are, how to identify suspected cases, how to protect the person who has been the victim of these situations and how to effectively document these situations. In addition, this course explores the personal and environmental factors that put people at risk and how to negotiate and support a balance between the risks of freedom, people's right to be safe, and the responsibilities of a paraprofessional.

DRAMA

DRAM 1510 Introduction to Theatre (3)

[FORMERLY DRAM 10]

Advisory: Eligibility for English 1500 or concurrent enrollment strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course focuses on the relationship of theatre to various cultures throughout history, and on the contributions of significant individual artists. This course introduces elements of the production process including playwriting, acting, directing, design, and criticism. This course will also survey different periods, styles and genres of theatre through play reading, discussion, films and viewing and critiquing live theatre, including required attendance of theatre productions.

C-ID: THTR 111

DRAM 1535 Elementary Acting (3)

[FORMERLY DRAM 35]

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course prepares a student to apply basic acting theory to performance and develops the skills of interpretation of drama through acting. Special attention is paid to skills for performance: memorization, stage movement, vocal production, and interpretation of text. **C-ID: THTR 151**

EARLY CARE, EDUCATION, AND FAMILY STUDIES

ECEF 1001 Introduction to Curriculum (3) (DS3)

[FORMERLY ECE 1001]

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 48 hours lecture

Degree Applicable

This course is designed as an introduction to the appropriate and effective methods, theories, and practices of Early Care, Education and Family Studies. It is also a practical 'hands-on' approach to presenting a variety of learning experiences to preschool aged children, with an awareness of cultural differences and diverse abilities. The units to be covered include mathematics, language arts, science, nutrition, seasonal activities, and fine arts. This is a general education course not open to students with credit in Early Care, Education and Family Studies 1501. This is designed to be taken as an associate degree applicable/non-transferable course in preparation for the lower division eight (LD8) as designed by the Curriculum Alignment Project (CAP). See www.childdevelopment.org for more information on LD8. It also satisfies a core requirement as part of the Child Development Matrix.

ECEF 1003 Introduction to Child Growth and Development (3) (DS1)

[FORMERLY ECE 1003; PSYC 2003]

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 48 hours lecture

Degree Applicable

This course is an overview of child growth and development; stages of physical, cognitive, social, and emotional growth from prenatal through adolescence. Other topics include historical and theoretical foundations in development and education, research methods and designs, educational testing and assessments, prenatal development and birth, parenting styles and special needs. This is a general education course not open to students with credit in Psychology 2003. This is designed to be taken as an associate degree applicable/non-transferable course in preparation for lower division eight (LD8) as designed by the Curriculum Alignment Project (CAP). See www.childdevelopment.org for more information on LD8. It also satisfies a core requirement as part of the Child Development Matrix. **C-ID: CDEV 100**

Early Care, Education, and Family Studies (cont.)**ECEF 1031 Introduction to the Child in Family/Community Relationships (3) (DS2)
[FORMERLY ECE 1031]**

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 48 hours lecture

Degree Applicable

This course is an examination of the developing child in a social context focusing on the interrelationship of family, school and community emphasizing historical and socio-cultural factors. The processes of socialization and identity development will be highlighted, showing the importance of respectful, reciprocal relationships that support and empower families. This is a general education course not open to students with credit in Early Care, Education and Family Studies 1531. This is designed to be taken as an associate degree applicable/non-transferable course in preparation for the lower division eight (LD8) as designed by the Curriculum Alignment Project (CAP). See www.childdevelopment.org for more information on LD8. It also satisfies a core requirement as part of the Child Development Matrix.

**ECEF 1090 Introduction to Child Health and Safety (3) (DS7)
[FORMERLY ECE 1090]**

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 48 hours lecture

Degree Applicable

This course is an introduction to the laws, regulations, standards, policies and procedures, and Early Care, Education and Family Studies 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 for all children. This is a general education course not open to students with credit in Early Care, Education and Family Studies 1590. This is designed to be taken as an associate degree elective/nontransferable course in preparation for the lower division eight (LD8) as designed by the Curriculum Alignment Project (CAP). See www.childdevelopment.org for more information on LD8. It also satisfies a core requirement for the Child Development Matrix.

ECEF 1500 Introduction to Early Care, Education and Family Studies: Principles and Practices (3) (DS3)

[FORMERLY ECE 1500]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course is an introduction to the field of early care and education. In the field where relationships are the foundation, we will examine the principles of developmentally appropriate learning environments and respectful, constructive adult/child interactions. This course will develop teaching strategies that support the domains of development for all children which include but are not limited to physical, social, intellectual and emotional development. This course includes a review of the historical and theoretical roots of early childhood programs and the evolution of practices promoting advocacy, professional ethics and identity. **C-ID: ECE 120**

**ECEF 1501 Early Care, Education, and Family Studies Curriculum (3) (DS3)
[FORMERLY ECE 1501; ECE 2]**

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course is designed as an introduction to the appropriate and effective methods, theories and practices of Early Care, Education and Family Studies curriculum. It is also a practical 'hands-on' approach to presenting a variety of learning experiences to children birth through age 8 with an awareness of cultural differences and diverse abilities. The following content areas will be examined: mathematics, language and literacy, science, nutrition, and arts and creativity, social and emotional learning and sensory learning. The teacher's role in supporting learning and development in young children, with an emphasis on the role of play, will also be examined. TB clearance is required. **C-ID: ECE 130**

Early Care, Education, and Family Studies (cont.)**ECEF 1511 Creative Experiences for Children (3) (DS3)*****[FORMERLY ECE 1511; ECE 3]***Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended**Total Hours: 48 hours lecture***Transfer Credit: CSU**

This course develops sensitivity for children and their instructional needs and introduces learning experiences, techniques and curricula that promotes creativity in young children, as well as the other domains of development. Various methodologies and theories will be presented for setting up developmentally appropriate environments conducive to creativity, respectful of culture and ability and where children's interest and need for play are emphasized. The value and benefit of play and creative experiences to the whole child will be explored.

ECEF 1521 Practicum Field Experience (3) (DS5)**[FORMERLY ECE 1521; ECE 5]***Prerequisites: Successful completion of Early Care, Education and Family Studies 1500, Early Care, Education and Family Studies; 1501, Early Care, Education and Family Studies 1531 and Psychology 2003.**Total Hours: 32 hours lecture; 48 hours lab (participation in a pre-school program) (80 hours total)***Transfer Credit: CSU**

This course provides students with the opportunity to apply their knowledge of Early Care, Education and Family Studies theory and pedagogy in a learning environment under the supervision of a mentor teacher. Child development, children and families, developmentally appropriate practice, and curriculum content areas are primary focus areas. Experiential learning is the primary modality of the course through design, implementation, and evaluation of experiences that promote positive development and learning inclusive of all children and families. TB test clearance may be required for some lab work locations. **C-ID: ECE 210**

ECEF 1531 The Child in Family/Community Relationships (3) (DS2)**[FORMERLY ECE 1531; ECE 6]***Advisory: Eligibility for English 1500 strongly recommended**Total Hours: 48 hours lecture***Transfer Credit: CSU: UC**

This course is an examination of the developing child in a societal context focusing on the interrelationship of family, school and community, and emphasizes historical and socio-cultural factors. The processes of socialization and identity development will be highlighted, showing the importance of respectful, reciprocal relationships that support and empower families. **C-ID: CDEV 110**

ECEF 1561 Literature and Storytelling in the Early Childhood Environment (3) (DS 3)**[FORMERLY ECE 10; ECE 1561]***Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended**Total Hours: 48 hours lecture***Transfer Credit: CSU**

This is an introduction to children's literature, storytelling and book selection for children from two to ten years. The major emphasis will center on the works of contemporary authors whose books are chosen for many collections. Techniques of storytelling and story reading will be presented along with various methods used to interest children in literature. Children's poetry will be introduced as well as dramatic readings.

ECEF 1571 Child Study and Assessment (3) (DS5)**[FORMERLY ECE 1571; ECE 20]***Advisory: Eligibility for English 1500 strongly recommended; completion of nine (9) units in Early Care, Education and Family Studies, including Psychology 2003 and Early Care, Education and Family Studies 1521, recommended**Total Hours: 32 hours lecture; 48 hours lab (80 hours total)***Transfer Credit: CSU**

This course will provide students with information on appropriate assessment techniques used to assess children, guide learning and curriculum development, and create appropriate and respectful environments. Content includes hands-on experience working with families in observing, assessing, and developing portfolios for young children. Anecdotal records, rating systems and multiple assessment techniques will be explored. **C-ID: ECE 200**

Early Care, Education, and Family Studies (cont.)**ECEF 1581 Introduction to Infancy Development - Infant, Family, and Society (3) (DS4)**
[FORMERLY ECE 11; ECE 11A; ECE 1581]

Advisory: Eligibility for English 1500 strongly recommended;

Total Hours: 48 hours lecture

Transfer Credit: CSU

This is an introduction to the basic concepts of infant behavior and development. This course is designed to prepare students to work effectively with infants and their families. It addresses theories of infant development, primary care and continuity of care, social, emotional, cognitive, linguistic and physical development, how to create healthful physical and social environments, and how to work respectfully with children, staff and families with various cultures, beliefs and abilities.

ECEF 1582 Infant Massage (1) (DS4)
[FORMERLY ECE 11C; ECE 1582]

Advisory: Eligibility for English 1500 strongly recommended. Completion of or concurrent enrollment in Early Care, Education and Family Studies 1581 and 1583 recommended

Total Hours: 16 hours lecture

Transfer Credit: CSU

This course provides instruction on positive touch, infant massage, and relaxation techniques in the context of support for the development of the infant. The impact of positive touch is discussed in terms of child growth and development, bonding and attachment, human anatomy and physiology, stress management, self-esteem, and overall health and well-being. The course also covers facilitation of positive interactions between infant and caregiver through instruction on the recognition of infant cues, sensitivity to cultural issues and special needs infants, and development and maintenance of safe and appropriate environments during use of these techniques. Emphasis is on the interaction between the caregiver and the infant in reading and understanding cues, relaxation techniques and the importance of preparing for massage and massage techniques.

ECEF 1583 Using Infant Cues (1) (DS4)
[FORMERLY ECE 11D; ECE 1583]

Advisory: Eligibility for English 1500 strongly recommended. Completion of or concurrent enrollment in Early Care, Education and Family Studies 1581 recommended

Total Hours: 16 hours lecture

Transfer Credit: CSU

This course is a study of the verbal and non-verbal forms of communication in infants and toddlers that enhances the relationships between primary caregivers and the children in their care. Emphasis is on the role of the caregiver in reading the infant/toddlers gestures, body language, facial expressions, and verbal cues to establish a nurturing relationship. Strategies for working with children with special needs and ESL learners will be explored.

ECEF 1584 Field Experience for Infant and Toddler Care and Development (2)
[FORMERLY ECE 11E; ECE 1584]

Prerequisite: Successful completion or concurrent enrollment in Early, Education, and Family Studies 1581 with a grade of 'C' or better

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 16 hours lecture; 48 hours lab (64 hours total)

Transfer Credit: CSU; UC

This course is designed to support and guide the student in working directly with infants and toddlers while under the supervision of qualified infant/toddler teacher. Information learned in ECE 1581 will be applied, focusing on concepts such as: primary care giving and continuity of care, observation and assessment, developmentally appropriate curriculum and environments, health and safety, guidance and discipline, working with families from various ethnic and linguistic backgrounds and special needs. A TB clearance is required

ECEF 1590 Health, Safety, and Nutrition (3) (DS7)
[FORMERLY ECE 12; ECE 1590]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course is a study of health and safety as related to children from birth through adolescence. Content includes information to enable the teacher and the parent to become more fully aware of their role in developing the overall well-being of the children in their care. Laws, regulations, standards and policies, procedures and early childhood curriculum related to health, safety and nutrition are studied at an introductory level. **C-ID: ECE 220**

Early Care, Education, and Family Studies (cont.)**ECEF 1601 Diversity in Early Care, Education and Family Studies (3) (DS8)****[FORMERLY ECE 15; ECE 1601]***Advisory: Eligibility for English 1500 strongly recommended**Total Hours: 48 hours lecture***Transfer Credit: CSU**

This course studies the philosophy, goals, materials, and techniques necessary for designing an anti-bias environment for young children. It includes the examination of different cultural practices, as well as the impact prejudice, discrimination and stereotypic behavior can have on an environment as well as on children and families and involves self-reflection of one's own understanding of educational principles in integrating anti-goals in order to better inform teaching practices and/or program development. The development of social identities is also addressed. Course includes skills of how to empower children to address bias in their classroom as well as their community in hopes of creating a peaceful world. **C-ID: ECE 230**

ECEF 1611 Children with Special Needs Birth to Adolescence (3) (DS9)**[FORMERLY ECE 16; ECE 1611; ECE 16A]***Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended**Total Hours: 48 hours lecture***Transfer Credit: CSU**

This course is an overview of children with special needs or high risk factors with a focus on communication disorders, hearing or visual impairments, emotional and behavioral problems, abuse and neglect situations, physical or health implications, mental retardation strategies, services for gifted and talented children, and cultural influences on behaviors.

ECEF 1612 Early Intervention and Inclusion (3) (DS9)**[FORMERLY ECE 1612; ECE 16B]***Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended. Completion of or concurrent enrollment in Early Care, Education and Family Studies 1611 recommended**Total hours: 48 hours lecture***Transfer Credit: CSU**

This course will focus on the research, theories, and practical applications from the fields of both Early Care, Education and Family Studies and special education. Emphasis is on adapting curriculum strategies to facilitate all domains of development in children with exceptional needs. This course will satisfy one of the requirements for the Early Intervention Certificate.

ECEF 1621 Planning and Administering an Early Care, Education and Family Studies Program (3) (DS6)***[FORMERLY ECE 1621; ECE 4]***Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended**Total Hours: 48 hours lecture***Transfer Credit: CSU**

This course provides a comprehensive study analyzing the administrative management of a program in Early Care, Education and Family Studies. This class is required for those planning to earn a certificate in Early Care, Education and Family Studies and should be included in the curriculum of anyone interested in working in a leadership position in an Early Care, Education and Family Studies environment.

ECEF 1653 Discipline Techniques for Preschool Children (1)**[FORMERLY ECE 1653; ECE 18C]***Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended**Total Hours: 16 hours lecture***Transfer Credit: CSU**

This course is designed to assist Family Child Care Providers and teachers in a children's center convert children's conflicts to positive feelings, transform classroom disputes, help develop empathy toward peers, demonstrate effective approaches and responses, and assess classroom environments, sensitive to both culture and diverse abilities.

ECEF 1654 Discipline Techniques for School-Age Children and Adolescents (1)**[FORMERLY ECE 1654; ECE 18D]***Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended**Total Hours: 16 hours lecture***Transfer Credit: CSU**

This course is designed to assist Family Child Care Providers and teachers in a children's center convert children's conflicts to positive feelings, transform classroom disputes, help develop empathy toward peers, demonstrate effective approaches and responses, and assess classroom environments, sensitive to both culture and diverse abilities.

Early Care, Education, and Family Studies (cont.)

ECEF 1660 School-Age Curriculum for Before and After School Programs/Interpersonal Relationships (1)

[FORMERLY ECE 1660; ECE 48A]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 16 hours lecture

Transfer Credit: CSU

This course is designed for instruction in the methods and principles of teaching school age children in before and after school programs. Emphasis is on planning the program, building self-esteem in children, creating peaceful environments, and instructing students on recognizing and working with individual learning styles and diverse cultures in school-age children.

ECEF 1661 School-Age Curriculum for Before and After School Programs/Activities (1)

[FORMERLY ECE 1661; ECE 48B]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 16 hours lecture

Transfer Credit: CSU

This course is designed for instruction in the methods and principles of teaching school age children in before and after-school programs. Emphasis is on planning the program, gathering resources in math, science, creative movement, computers and language arts, with a focus on differing abilities and ethnicity.

ECEF 1662 School-Age Curriculum for Before and After School Programs/Theory (1)*

[FORMERLY ECE 1662; ECE 48C]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 16 hours lecture

Transfer Credit: CSU

This course is designed for instruction in the methods and principles of teaching school-age children in before and after school programs. Emphasis is on creative movement in a classroom environment, developing programs for all children in a school-age environment, working with diversity issues, developing resources for school-age programs, and understanding theories of development and differing abilities in children.

ECEF 2021 Introduction to the Primary Grade Classroom (3)*

[FORMERLY ECE 2021; ECE 48D]

Prerequisite: Successful completion in Psychology 2003 with a grade of 'C' or better

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 32 hours lecture; 48 hours lab (80 hours total)

Transfer Credit: CSU

An introduction to elementary education through exploration of curricula used in various kindergarten through third grade classrooms. Weekly interaction with children and teachers throughout the semester while researching various educational theories and developing appropriate activities and lesson plans is a part of this course.

ECEF 2041 Advanced Administration of Early Care, Education and Family Studies Programs (3) (DS6)*

[FORMERLY ECE 14; ECE 2041]

Prerequisite: Successful completion in Early Care, Education and Family Studies 1621 with a grade of 'C' or better

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course is designed to meet an educational need for administrators and directors that is not covered in the administration course Early Care, Education and Family Studies 1621. This course will attempt to include current personnel administration policies, keep a special focus on improving all aspects of instruction and update current personnel management procedures and demonstrate techniques for teacher-parent partnerships, with a sensitivity to cultural and special needs issues.

ECEF 2051 Adult Supervision: Mentoring in a Collaborative Learning Setting (3)

[FORMERLY ECE 2051; ECE 47]

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended, successful completion of 12 Units of ECE, and 2 years' experience in an early childhood setting;

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course is a study of the methods and principles of supervising student teachers, assistant teachers, parents and volunteers in Early Care, Education and Family Studies classrooms. Emphasis is on the role of classroom teachers who function as mentors and leaders to new teachers while simultaneously addressing the diverse and special needs of children, parents, and other staff. This course is designed for teachers ready to mentor practicum students and teachers new to the field.

ECONOMICS

ECON 2120 Principles of Economics - Micro (3)

[FORMERLY ECON 1B]

Prerequisite: Successful completion in Mathematics 1060 or high school intermediate algebra with a grade of 'C' or better

Advisory: Eligibility for English 1500, Reading 1005 and Mathematics 1050 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course is an introduction to the principles of microeconomics, an analysis of the value and distribution theory, supply and demand, including the theory of market structures, and the pricing and allocation of the factors of production, together with market models and general equilibrium analysis and study of the international economy. Emphasis is on tools of economic thinking and the historical development of these tools. **C-ID: ECON 201**

ECON 2210 Principles of Economics - Macro (3)

[FORMERLY ECON 1A]

Prerequisite: Successful completion in Mathematics 1060 or high school intermediate algebra with a grade of 'C' or better

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

Students are introduced to the principles of macroeconomics. Analysis of national income production, full employment and price stability, cyclical stability, and the economic growth problem are emphasized. The income and expenditure approach, debt management, fiscal, and the monetary approaches are studied. Emphasis is on tools of economic thinking and the historical development of these tools. **C-ID: ECON 202**

ENERGY TECHNOLOGY

ENER 1005 Energy Data Management and Analysis (1)

Advisory: Completion of Computer Science 1702 or COSC 1703 strongly recommended

Total Hours: 14 hours lecture; 12 lab hours (26 hours total)

Degree Applicable

This course is designed as a brief overview of the data software programs used by oil, gas and energy companies to track, monitor, and calculate reservoir modeling, production management, economics, charting and graphing data. The course will provide a basic introduction to the various data software, their functions, purposes, and uses.

ENER 1020 Introduction to the Petroleum Industry (3)*

[FORMERLY PETC 65]

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 48 hours lecture

Degree Applicable

This course is designed to promote an understanding of the various problems encountered in the production of crude oil, and the equipment and techniques used in overcoming them. Production methods, pumps, sand and water problems, tubing and casing tests and sub-surface mapping are covered.

ENER 1025 Oil and Gas Laws and Regulations (1)

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 16 hours lecture

Degree Applicable

This course is an overview of the laws and regulations governing oil and gas operations in California and the regulatory agencies that implement them.

ENER 1510 Introduction to Energy (3)

Advisory: Eligibility for English 1500 and Mathematics 1050 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course is a survey of the energy industry. The course is intended to provide an overall understanding of the various fields and types of energy, the role it plays in the national and global economy as well as challenges and opportunities. This class will discuss the various types of energy sources, which include wind, solar, and others. Field trips are required.

Energy Technology (cont.)

ENER 1515 Fundamentals of Instrumentation for Energy Industries (3) **[FORMERLY ENER 1010]**

Advisory: Eligibility for Mathematics 1060 and English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course is designed to provide students with a basic understanding of instrumentation and processes that provide energy and oil and gas industries vital information needed to monitor and improve production, and improve safety and efficiency. Fieldtrips may be required. Course is not open to students who have credit of 'C' or better in Energy 1010.

ENER 1520 Introduction to Petroleum Engineering (3)

Advisory: Eligibility for English 1500 and Mathematics 1060 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course is a comprehensive introduction to the engineering and business challenges that pertain to the exploration and production of oil and natural gas. The course addresses the many fundamental topics within the main sub-disciplines of Petroleum Engineering: reservoir, drilling, production and operations, facilities, and project economics. Fieldtrips may be required.

ENER 1530 Electricity and Basic Electronics (3)

Advisory: Eligibility for English 1500 and Mathematics 1060 strongly recommended

Total Hours: 44 hours lecture; 18 hours lab (62 hours total)

Transfer Credit: CSU

This course teaches the fundamentals of electricity and electronics. It covers a wide range of topics such as test equipment, electrical properties, unit of measure, fundamental electrical laws, magnetism, and both AC and DC components and circuits. This course provides a solid foundation for both traditional and emerging electrical/electronic career paths.

ENER 1540 Fundamentals of Programmable Logic Controllers (3)

Prerequisite: Successful completion of Energy 1530 with a grade "C" or better

Advisory: Eligibility for Mathematics 1060 and English 1500 strongly recommended

Total Hours: 40 hours lecture; 32 hours lab (72 hours total)

Transfer Credit: CSU

This course is a comprehensive introduction to the Programmable Logic Controller (PLC), the basic parts of a PLC, how a PLC is used to control a process, and the different kinds of PLC's and their applications. The course introduces the ladder logic language developed to simplify the task of programming PLCs. Fieldtrips may be required.

ENGLISH

ENGL 0800 Introductory Writing and Grammar (4) **[FORMERLY ENGL 63ABCD]**

Prerequisite: None

Total Hours: 48 hours lecture; 48 hours lab (96 hours total)

Not Degree Applicable

This course reviews and strengthens basic writing and grammar skills. It focuses on correct usage of a variety of grammatical structures and the implementation of these into well-developed, 300-350 word paragraphs through the use of rhetorical modes on a wide range of current topics. By the end of the semester a minimum of 1,250 words will be written. Compositions are graded based on grammar, organization, and content. This course also enhances and teaches practical application of basic spelling rules and patterns for commonly used and misspelled words to improve overall spelling performance.

ENGL 0900 Intermediate Writing and Grammar (4) **[FORMERLY ENGL 55AB]**

Prerequisite: Qualification by assessment process or successful completion of English 0800 with a grade of 'C' or better

Total Hours: 60 hours lecture; 16 hours lab (76 hours total)

Not Degree Applicable

This course reviews basic communication skills specifically targeting academic writing through composing, revising, and editing essays. It fuses writing and reading skills through vocabulary acquisition and reading short works. Particular attention is placed on applying grammar, punctuation, and mechanics to writing.

English (cont.)

ENGL 1000 Interactive Writing and Grammar (3)

[FORMERLY ENGL 50]

Prerequisite: Qualification by assessment process or successful completion of English 0900 or English as a Second Language 0900 with a grade of 'C' or better

Total Hours: 48 hours lecture

Degree Applicable

This course is a review of the mechanics of written composition: sentence structure, punctuation, and spelling. Paragraph and theme writing, reading for understanding, and vocabulary are included, (minimum 5000 words).

ENGL 1500 Composition and Reading (3)

[FORMERLY ENGL 1A]

Prerequisite: Qualification by assessment process or successful completion of English 1000 and Reading 1005 with grades of 'C' or better.

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This is a collegiate-level course in expository and argumentative writing, appropriate and effective use of language and vocabulary, close reading, critical thinking, research paper, information literacy, and documentation. **C-ID: ENGL 100.**

ENGL 1600 Critical Thinking, Literature, and Composition (4)

[FORMERLY ENGL 1B]

Prerequisite: Successful completion in English 1500 with a grade of 'C' or better

Total Hours: 64 hours lecture

Transfer Credit: CSU: UC

This course focuses on critical thinking and composition through reading of essays, poetry, drama, and fiction. It introduces critical evaluation, develops techniques of analytical, critical and argumentative writing, explores inference, evidence, inductive and deductive reasoning, identification of assumptions, underlying conclusions and other terms of logical thinking, and continues expository writing (8,000 word minimum). **C-ID: ENGL 105, ENGL 110 & ENGL 120.**

ENGL 1700 Introduction to Creative Writing (3)

[FORMERLY ENGL 47ABCD]

Advisory: Successful completion of English 1500 with a grade of 'C' or better

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course is an introduction to creative writing, including experimentation with analysis and writing in multiple genres. This course involves the writing of imaginative literature (short stories, short plays, poems, and creative nonfiction), the discussion of techniques and group evaluation of student writing by class members.

C-ID: ENGL 200

ENGL 1725 Creative Writing: Poetry (3)

Advisory: Successful completion of English 1500 and English 1700 with a grade of 'C' or better

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course is a creative writing workshop dedicated to the creation of poetry. Course requires analysis of published and unpublished poetry, experimentation with poetic forms, creation of poetry, revision of poetry, assembling poetry into a manuscript, and exploring venues for publishing Poetry.

ENGL 1750 Creative Writing: Fiction (3)

Advisory: Successful completion of English 1500 and English 1700 with a grade of 'C' or better

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course is a creative writing workshop dedicated to the creation of short stories and novels. Course requires analysis of published and unpublished fiction, study of the theory of fiction, creation of fiction, revision of fiction, preparing a manuscript, and exploring venues for publishing fiction.

ENGL 1775 Creative Writing: Nonfiction (3)

Advisory: Successful completion of English 1500 and English 1700 with a grade of 'C' or better

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course is a creative writing workshop dedicated to the creation of creative nonfiction. Memoir, creative essays, book and film reviews, and creative critical writing will be explored. Course requires analysis of published and unpublished nonfiction, study of the theory of nonfiction, create of original nonfiction, revision of nonfiction, assembling a manuscript of nonfiction, and exploring venues for publishing nonfiction.

English (cont.)**ENGL 2100 American Literature I (3)**

Prerequisite: Successful completion of English 1500 with a grade of 'C' or better

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course introduces America's literary traditions from their beginnings to the second half of the nineteenth century. This is a writing intensive class where students will compose 6000 to 9000 words of interpretive, analytical writing. This course emphasizes investigating historical and cultural contexts, applying reasoned analysis, and comparing themes and structures of different texts. **C-ID: ENGL 130**

ENGL 2150 American Literature II (3)

[FORMERLY ENGL 44, ENGL 2400]

Prerequisite: Successful completion of English 1500 with a grade of 'C' or better

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This analytical study of American Literature since 1865 is multicultural and includes a variety of postbellum, modern, and contemporary works from several genres. This course is not open to students with credit in English 2400. **C-ID: ENGL 135**

ENGL 2600 World Literature 1 (3)

Prerequisite: English 1500 with a grade of 'C' or better;

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course is a study of representative literary works from various cultures from the dawn of literature to the late seventeenth century. The course includes texts from many cultures, but explores canonical western texts less than other, non-western texts. Course emphasizes applying critical thinking to literature, investigating cultural contexts, applying reasoned analysis, comparing themes and structures of different texts, research, and practicing academic conventions of literary discourse in writing. **C-ID: ENGL 140**

ENGL 2650 World Literature 2 (3)

Prerequisite: Successful completion in English 1500 with a grade of 'C' or better

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course is a study of representative literary works from various cultures from the late seventeenth century to the present. The course explores texts from many cultures, including texts from the Enlightenment, the Romantic Period, and the nineteenth and twentieth century. Course emphasizes applying critical thinking to literature, investigating cultural contexts, applying reasoned analysis, comparing themes and structures of different texts, research, and practicing academic conventions of literary discourse in writing. **C-ID: ENGL 145**

ENGL 2700 British Literature 1 (3)

Prerequisite: Successful completion in English 1500 with a grade of 'C' or better

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course is a study of selected works of classic British literature up to the late eighteenth century. Representative writers may include Chaucer, Shakespeare, Spenser, Donne, Milton, Dryden, Pope, Swift, Johnson, and Boswell. This is a writing intensive class including four analytical argument essays of 4-6 pages. Course emphasizes investigating historical and cultural contexts, applying reasoned analysis, and comparing themes and structures of different texts. **C-ID: ENGL 160**

ENGL 2750 British Literature 2 (3)

Prerequisite: Successful completion in English 1500 with a grade of 'C' or better

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course is a study of selected works of British literature from the late eighteenth century to contemporary British texts. Representative writers may include the Romantic poets, Tennyson, Browning, Rossetti and selected moderns. This is a writing intensive class which includes writing four analytical argument essays of 4-6 pages. Course emphasizes investigating historical and cultural contexts, applying reasoned analysis, and comparing themes and structures of different texts. **C-ID: ENGL 165**

ENGINEERING

ENGR 1500 Introduction to Engineering (2)

Prerequisite: None

Total Hours: 32 hours lecture

Transfer Credit: CSU: UC

This course explores the branches of engineering, the functions of an engineer, and the industries in which they work. It explains the engineering education pathways and explores effective strategies for students to reach their full academic potential. This course also presents an introduction to the methods and tools of design and problem solving. Finally, this course introduces and develops ethical, communication and teamwork skills for the professional engineer. Field trips will be required. **C-ID: ENGR 110**

ENGR 1510 Engineering Graphics and Introduction to Design with Lab (3)

Prerequisite: Successful completion of Math 1060 Intermediate Algebra with a grade of 'C' or better

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 32 hours lecture; 48 hours lab (80 hours total)

Transfer Credit: CSU: UC

This course covers the principles of developing engineering 3D designs and 2D drawings including proper design, dimension and visualization techniques. Topics include the engineering design process and the development of skills to create and properly use part and assembly relationships, visualization skills, orthographic projections and mechanical dimensioning and tolerancing practices. The use of CAD software, 3D printing and plotting is an integral part of the course.

ENGR 1520 Statics (3)

Prerequisite: Successful completion of Physics 2221, General Physics and Mathematics 2100 Analytic Geometry and Calculus I with a grade of 'C' or better

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

A first course in engineering mechanics including properties of forces, moments, couples and resultants; two- and three-dimensional force systems acting on engineering structures in equilibrium; analysis of trusses, and beams; distributed forces, shear and bending moment diagrams; center of gravity, centroids, friction, and area, mass moments of inertia, fluid statics and cables.

ENGR 1530 Materials Science and Engineering with Lab (4)

Prerequisite: Physics 2221 General Physics and Chemistry 2211 General Chemistry

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture; 48 hours lab (96 hours total)

Transfer Credit: CSU: UC

This course and lab presents the internal structures and resulting behaviors of materials used in engineering applications, including metals, ceramics, polymers, composites, and semiconductors. The emphasis is upon developing the ability both to select appropriate materials to meet engineering design criteria and to understand the effects of heat, stress, imperfections, and chemical environments upon material properties and performance. The lab will apply concepts learned through usage of test equipment, data acquisition, analyzing data and writing engineering reports. **C-ID: ENGR 140B**

ENGR 1540 Introduction to Programming Concepts & Methodologies for Engineers w/Lab (3)

Prerequisite: Mathematics 1540, Pre-calculus Mathematics

Advisory: Basic knowledge of computer usage and eligibility for English 1500 strongly recommended

Total Hours: 32 hours lecture; 48 hours lab (80 hours total)

Transfer Credit: CSU: UC

This course covers the fundamental concepts of procedure-oriented programming, associated abstraction mechanisms and design processes, the interface of software with the physical world (e.g., the use of sensors), and the application of numerical techniques. This course uses the C++ programming language.

ENGR 1550 Computer Programming and Hardware Interface Controls (3)

Prerequisite: Successful completion of Mathematics 2100 Analytic Geometry and Calculus 1 with a grade of 'C' or better

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 40 hours lecture; 24 hours lab (64 hours total)

Transfer Credit: CSU: UC

This course utilizes engineering computing environments to provide students with a working knowledge of computer-based problem-solving methods relevant to science and engineering. It introduces the fundamentals of procedural and object-oriented programming, numerical analysis, data structures and interfacing with hardware. Examples and assignments in the course are drawn from practical applications in engineering, physics, and mathematics. Lab activities will include computer controls and integration with hardware test equipment, data acquisition and mechanical sensors setup and user interface. **C-ID: ENGR 220**

Engineering (cont.)

ENGR 2000 Circuit Analysis with Lab (4)

Prerequisite: Successful completion of General Physics 2222 (Calculus) with a grade of 'C' or better

Co-requisite: Mathematics 2140

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture; 48 hours lab (96 hours total)

Transfer Credit: CSU: UC

This course is an introduction to the analysis, construction and measurement of electrical circuits. Use of analytical and laboratory techniques based on the application of circuit laws and network theorems. Analysis of Direct Current (DC) and Alternating Circuit (AC) circuits containing resistors, capacitors, inductors, dependent sources, operational amplifiers and/or switches. Natural and forced responses of first and second order Resistance/Inductance/Capacitance (RLC) circuits, the use of phasors, AC power calculations, power transfer and energy concepts. Basic use of electrical test and measurement instruments including multimeters, oscilloscopes, power supplies, and function generators. Interpretation of measured and simulated data based on principles of circuit analysis. Practical considerations such as component value tolerance and non-ideal aspects of laboratory instruments. Construction and measurement of basic operational amplifier circuits. Use of circuit simulation software.

C-ID: ENGR 260 & 260L

EARTH SCIENCE

ESCI 1520 Introduction to Earth Science Lecture and Laboratory (4)

[FORMERLY Earth Science 1]

Advisory: Successful completion of Mathematics 1060 with a grade of "C" or better and eligibility for English 1500 strongly recommended

Total Hours: 48 Hours lecture; 48 Hours lab (96 Hours Total)

Transfer Credit: CSU: UC

This course is an introduction to the essentials of Earth Science with a laboratory. The sciences that collectively make up Earth Science include geology, oceanography, meteorology, and astronomy. This course focuses on the interactions between physical and chemical systems of the Earth such as the tectonic cycle, rock cycle, and hydrologic cycle. This course covers the distinction between weather and climate and in understanding of Earth's place in the larger universe. **C-ID: GEOL 121**

ENGLISH AS A SECOND LANGUAGE

ESL 0001 English as a Second Language: Pre-level 1 (0)

[FORMERLY ESL 90]

Prerequisite: None

Total Hours: 112 hours lecture

Non Credit

This course is designed for students at the literacy level of English. The course focuses on building a base of vocabulary and foundations of grammar understanding through practice of listening, speaking, reading and writing skills. Activities such as simple interviews relating to everyday communication needs will be covered. This is an open-entry, open-exit class.

ESL 0010 English as a Second Language: Level 1 (0)

[FORMERLY ESL 91]

Prerequisite: Qualification by assessment process or successful completion of English as a Second Language 0001

Total Hours: 112 hours lecture

Non Credit

This course is designed for students at the low-beginning level of English. The course focuses on increasing vocabulary base and foundations of grammar understanding through practice of listening, speaking, reading and writing skills. Activities such as simple interviews related to everyday communication needs will be covered. This is an open-entry, open-exit class.

ESL 0020 English as a Second Language: Level 2 (0)

[FORMERLY ESL 92]

Prerequisite: Qualification by assessment process or successful completion of English as a Second Language 0010

Total Hours: 112 hours lecture

Non Credit

This course is designed for students at the high-beginning level of English and focuses on increasing vocabulary and improving grammar understanding through practice of listening, speaking, reading and writing skills. Students work independently and in groups on projects and presentations. This is an open-entry, open-exit class.

English as a Second Language (cont.)**ESL 0030 English as a Second Language: Level 3 (0)****[FORMERLY ESL 93]***Prerequisite: Qualification by assessment process or successful completion of English as a Second Language 0020**Total Hours: 112 hours lecture***Non Credit**

This course is designed for students at the low-intermediate level of English. The focus is on preparing students for academic/vocational success through increasing vocabulary and improving grammatical understanding. This is done through practice of listening, speaking, reading and writing skills. Students work independently on homework and exams and in groups on projects and presentations. This is an open-entry, open-exit class.

ESL 0040 English as a Second Language: Level 4 (0)**[FORMERLY ESL 94]***Prerequisite: Qualification by assessment process or successful completion of English as a Second Language 0030**Total Hours: 112 hours lecture***Non Credit**

This course is designed for students at the high-intermediate level of English. The focus is on preparing students for academic/vocational success through increasing vocabulary and improving grammatical understanding. This is done through practice of listening, speaking, reading and writing skills. Students work independently on homework and exams and in groups on projects and presentations. This is an open-entry, open-exit class.

ESL 0050 English as a Second Language: Level 5 (0)**[FORMERLY ESL 95]***Prerequisite: Qualification by assessment process or successful completion of English as a Second Language 0040**Total Hours: 112 hours lecture***Non Credit**

This course is designed for students at the advanced level of English. The focus is on preparing students for academic/vocational success through increasing vocabulary and improving grammatical understanding. This is done through practice of listening, speaking, reading and writing skills. Students work independently on homework and exams and in groups on projects and presentations. This is an open-entry, open-exit class.

ESL 0090 English as a Second Language for Early Childhood Education (0)**[FORMERLY ESL 80]***Prerequisite: Successful completion of English as a Second Language 0050 or equivalent**Total Hours: 48 hours lecture***Non Credit**

For non-native speakers, this course stresses listening, speaking, reading, writing, pronunciation, vocabulary development, and workplace English used in the childcare industry.

ESL 0600 English for Academic Purposes: Writing and Grammar I (4)**[FORMERLY ESL 71]***Prerequisite: Qualification by assessment process or successful completion of English as a Second Language 0030**Advisory: Concurrent enrollment in English as a Second Language 0605 and English as a Second Language 0610 strongly recommended**Total Hours: 60 hours lecture; 16 hours lab (76 hours total)***Not Degree Applicable**

This course is designed for bilingual and/or immigrant students learning English at the high beginning level, and focuses on grammar and writing at the sentence level. This course focuses on writing a series of related sentences based on personal experiences and familiar material leading to brief paragraphs. Emphasis is placed on the acquisition of vocabulary, idioms, and structures appropriate for writing. The course stresses the correct use of a variety of grammatical structures, verb tenses, and sentences at the beginning level.

ESL 0605 English for Academic Purposes: Reading and Vocabulary I (3)**[FORMERLY ESL 72]***Prerequisite: Qualification by assessment process or successful completion of English as a Second Language 0030**Advisory: Concurrent enrollment in English as a Second Language 0600 is highly recommended**Total Hours: 48 hours lecture***Not Degree Applicable**

This course is designed for bilingual or immigrant students learning English at the high beginning level. Emphasis is placed on building vocabulary, reading academic material and learning how to infer meaning from context.

English as a Second Language (cont.)**ESL 0610 English for Academic Purposes: Listening and Speaking I (3)****[FORMERLY ESL 73]**

Prerequisite: Qualification by assessment process and successful completion of/or concurrent enrollment in English as a Second Language 0600 and 0605

Total Hours: 48 hours lecture

Not Degree Applicable

This course is designed to address high beginning level English and focuses on English language communication. Emphasis is placed on understanding speech, producing comprehensible language, and analyzing situations to improve knowledge of English-speaking cultures. Speaking emphasis is placed on vowels, consonants, stress, rhythm, and intonation.

ESL 0700 English for Academic Purposes: Writing and Grammar II (4)**[FORMERLY ESL 61]**

Prerequisite: Qualification by assessment process or successful completion of English as a Second Language 0600 with a grade of 'C' or better

Total Hours: 60 hours lecture; 16 hours lab (76 hours total)

Not Degree Applicable

This course is designed for bilingual and/or immigrant students learning English at the early intermediate level. It focuses on grammar and composition. Emphasis is placed on writing one-to-two paragraph compositions, and the acquisition of vocabulary, idioms, and structures of written English. The course stresses the correct use of a variety of grammatical structures and verb tenses within the context of the composition.

ESL 0705 English for Academic Purposes: Reading and Vocabulary II (3)**[FORMERLY ESL 62]**

Prerequisite: Qualification by assessment process or successful completion of English as a Second Language 0605 with a grade of 'C' or better

Advisory: Concurrent enrollment in English as a Second Language 0700 is strongly recommended

Total Hours: 48 hours lecture

Not Degree Applicable

This course is designed for bilingual and/or immigrant students learning English at the low-intermediate level, focusing on developing the skills necessary to read academic material. Emphasis is also placed on building vocabulary and helping students learn how to infer meaning from context. A complete work is read in this class.

ESL 0800 English for Academic Purposes: Writing and Grammar III (4)**[FORMERLY ESL 51]**

Prerequisite: Qualification by assessment process or successful completion of English as a Second Language 0700 with a grade of 'C' or better

Total Hours: 60 hours lecture; 16 hours lab (76 hours total)

Not Degree Applicable

English for Academic Purposes 0800 is designed for bilingual and/or immigrant students at the upper intermediate level of English. This course focuses on grammar and three-to-five paragraph compositions. Special emphasis is placed on the acquisition of vocabulary, idioms, and structures of written English. The course stresses the correct use of a variety of grammatical structures and verb tenses within the context of the composition.

ESL 0805 English for Academic Purposes: Reading and Vocabulary III (3)**[FORMERLY ESL 52]**

Prerequisite: Qualification by assessment process or successful completion of English as a Second Language 0705 with a grade of 'C' or better;

Advisory: Concurrent enrollment in English as a Second Language 0800 strongly recommended

Total Hours: 48 hours lecture

Not Degree Applicable

This course is designed for bilingual and/or immigrant students learning English at the upper-intermediate level. The main emphasis is on reading extensively to improve language proficiency. A complete work of fiction or non-fiction is read and analyzed through related questions, discussions, and journal writing.

ESL 0900 English for Academic Purposes: Writing and Grammar IV (4)**[FORMERLY ESL 55]**

Prerequisite: Qualification by assessment process or successful completion of English as a Second Language 0800 with a grade of 'C' or better

Total Hours: 60 hours lecture; 16 hours lab (76 hours total)

Not Degree Applicable

English for Academic Purposes 0900 is designed for bilingual and/or immigrant students at the advanced level of English. This course focuses on paraphrasing, summarizing, and essay writing. Academic reading material is used to stimulate independent thinking, and compositions are written in response to the readings.

English as a Second Language (cont.)

ESL 0905 English for Academic Purposes: Reading and Vocabulary IV (3)

[FORMERLY ESL 56]

Prerequisite: Qualification by assessment process or successful completion of English as a Second Language 0805 with a grade of 'C' or better.

Advisory: Concurrent enrollment in English as a Second Language 0900 strongly recommended

Total Hours: 48 hours lecture

Not Degree Applicable

This course is designed for bilingual and/or immigrant students at the advanced level of English. There is extensive reading to develop English language proficiency. This course introduces college-level texts.

GEOGRAPHY

GEOG 1510 Physical Geography (3)

[FORMERLY GEOG 1]

Advisory: Eligibility for English 1500 and Mathematics 1050 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course is a spatial study of the Earth's dynamic physical systems and processes. Topics include: Earth-sun geometry, weather, climate, water, landforms, soil, and the biosphere. Emphasis is on the interrelationships among environmental and human systems and processes and their resulting patterns and distributions. Tools of geographic inquiry are also briefly covered; they may include: maps, remote sensing, Geographic Information Systems (GIS) and Global Positioning Systems (GPS).

GEOG 1520 Cultural Geography (3)

[FORMERLY GEOG 2]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This is a study of the basic cultural elements of geography that places special emphasis on population, settlement pattern, land use, cultural worlds and their patterns of distribution. This course is a study of diverse human populations, their cultural origins, diffusion and contemporary spatial expressions. Topics include: demography, languages and religions, urbanization and landscape modification, political units and nationalism, and economic systems and development. **C-ID: GEOG 125.**

GEOLOGY

GEOL 1500 Introduction to Geology (4)

[FORMERLY GEOL 10]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture; 48 hours lab (96 hours total)

Transfer Credit: CSU: UC

An introduction to the principles of geology with emphasis on Earth processes. This course focuses on the internal structure and origin of the Earth and the processes that change and shape it. The laboratory component focuses on the identification of rocks and minerals, topographic and geologic map exercises demonstrating the work of water, wind, ice and gravity and effects of tectonic activity. Field trips are required to certain local points of geological interest. **C-ID: GEOL 101**

GEOL 1501 Historical Geology (4)

[FORMERLY GEOL 11]

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 48 hours lecture; 48 hours lab (96 hours total)

Transfer Credit: CSU: UC

This course studies the origin and geologic history of the earth and the development of plant and animal life as shown through the evidence of fossils and rocks. Field trips are made to local points of geological interest.

HEALTH EDUCATION

HLED 1059 Pediatric First Aid (.5)**[FORMERLY H ED 60A]***Prerequisite: None**Total Hours: 8 hours lecture***Degree Applicable**

This class teaches Pediatric First Aid and CPR. This course is offered on a Pass/No Pass basis. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

HLED 1060 Safety and Health for Child Care Providers (.5)**[FORMERLY H ED 60B]***Prerequisite: None**Total Hours: 8 hours lecture***Degree Applicable**

This course satisfies the State of California required training for home childcare providers. It is approved by the EMSA and includes eight hours of supplemental health and safety issues. This course is offered on a Pass/No Pass basis only. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

HLED 1510 Principles of Healthful Living (3)**[FORMERLY H ED 10]***Prerequisite: None**Total Hours: 48 hours lecture***Transfer Credit: CSU: UC**

The course includes the meaning and significance of physical, mental and social health as related to the individual and society. Topics include mental health, physical fitness, health services, personal relationships, diseases, alcohol, drugs, tobacco, narcotics and nutrition.

HLED 1531 Emergency Medical Technician 1-A A Refresher Course (1.5)**[FORMERLY H ED 31]***Prerequisite: Possession of a current EMT card**Total Hours: 24 hours didactic***Transfer Credit: CSU**

This course includes advanced skills and topics to fill continuing education requirements for those who already have Emergency Medical Technology Training and possess EMT cards.

HLED 1535 Emergency Medical Technician (5.5)**[FORMERLY H ED 30: HLED 1530]***Prerequisite: 18 years of age by end of course**Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended**Total Hours: 48 hours lecture; 112 hours lab (160 hours total)***Transfer Credit: CSU**

This course provides the skills and assessment techniques needed to care for an ill or injured person in the pre-hospital setting. It follows the National Emergency Medical Services Education Standards and prepares the student for the National Registry Emergency Medical Technician Exam. Completion of this course with an 80% is required for admittance to the National Registry Emergency Medical Technician Exam. Repeat as necessary for State EMS regulations. In order to be certified, a student must be 18 years of age by the end of this course.

HLED 1541 Medical Terminology (3)**[FORMERLY H ED 41]***Prerequisite: None**Total Hours: 48 hours lecture***Transfer Credit: CSU**

The focus of this course is learning the origin, correct spelling, pronunciation, meaning and current usage of common medical terms and their application to clinical records and reports. Specific emphasis is on root words, prefixes, suffixes, stems, combining forms, medical abbreviations, symbols, and terms commonly used in patient's records and laboratory reports.

HLED 1543 Medical Terminology for Court Reporting (2)*Advisory: Successful completion of English 1500 with grade of "C" or better strongly recommended**Total Hours: 32 hours lecture***Transfer Credit: CSU**

This medical terminology course is designed to facilitate the learning process of building a medical vocabulary for the clinical setting. The course includes the use of an online tool which provides a virtual hospital setting in which the student can practice newly learned medical information and terminology.

HISTORY

HIST 2202 Western Civilization to 1600 (3)

[FORMERLY HIST 4A]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course is an introduction to early Western Civilizations. The key centers of early Western Civilizations provide the foundation for examining the primary social, political, religious, cultural, economic, and intellectual aspects of these civilizations. **C-ID: HIST 170**

HIST 2204 Western Civilization from 1600 (3)

[FORMERLY HIST 4B]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course is a survey of the cultural foundations of Western peoples and nations with an emphasis on European civilizations from the 17th century to the present. **C-ID: HIST 180**

HIST 2210 World Civilization to 1500 (3)

[FORMERLY HIST 5A]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course surveys World History from the emergence of human beings through the Renaissance. Topics will include the River Civilizations, Greece, Rome, China, India, and Southeast Asia, Islam, Early American Civilizations, Africa and the emergence of Europe. **C-ID: HIST 150**

HIST 2231 History of the United States to 1877 (3)

[FORMERLY HIST 17A]

Advisory: Successful completion of English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course is a historical survey of the European colonization of North America and of the United States through Reconstruction. It meets the 3-unit requirement in American History and Institutions for the Associate degrees. **C-ID: HIST 130.**

HIST 2232 History of the United States since 1877 (3)

[FORMERLY HIST 17B]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course is a survey of the history of the United States from the end of the Civil War to the present. Topics include Reconstruction, industrialization, America's emergence as a great power, economic boom and depression, world wars, the Cold War and the modern industrial society. This course meets the 3-unit requirement in American History and Institutions for the Associate degrees. **C-ID: HIST 140**

HIST 2270 California History (3)

[FORMERLY HIST 39]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

Beginning with the time when the Native Americans alone lived in California, through the days of Spanish domination, the Gold Rush, establishment of statehood, the turbulent 20th century, and into the 21st century, the history of California is studied in its economic, social, intellectual, cultural, and political aspects.

HUMANITIES

HUM 1500 Introduction to the Humanities (3)

[FORMERLY HUM 5]

Prerequisite: Eligibility for English 1000 and Reading 1005

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course introduces the student to the variety of media and themes depicting universal human experiences presented in the humanities (painting, sculpture, architecture, theatre, music, dance, and film). Attendance at a live performance or a visit to an art museum during the semester is required.

Humanities (cont.)

HUM 2010 Introduction to Film Studies (3)

[FORMERLY HUM 10]

Prerequisite: Successful completion in English 1500

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This is an introductory course designed to educate the student about the form and content of narrative documentary and experimental films. The focus is on how practitioners of the crafts have used the technologies of cinematography, editing and sound; includes selected cinematic movements from the early Twentieth Century to the present. Students will apply their knowledge to write an analysis paper.

INDEPENDENT LIVING STUDIES

ILS 0010 Personal Advocacy Level 1 (0)

Prerequisite: Acceptance into the Transition to Independent Living Program

Total Hours: 16 hours lecture

Non Credit

This course focuses on increasing awareness of rights and responsibilities of adults. A historical overview of societal perspectives of persons with disabilities, the civil rights era, and key legislation are included. Requirements of Individual Program Plan (IPP) will be examined, and how to prepare for an IPP meeting will be learned.

ILS 0011 Personal Advocacy Level 2 (0)

Prerequisite: Successful completion in Independent Living Skills 0010

Total Hours: 16 hours lecture

Non Credit

This course focuses on developing critical thinking skills. Awareness of how self-determination enhances lives is covered. The importance of setting personal goals and how to establish short and long term goals for themselves is taught as well as the ability to utilize a basic problem solving process and address situations that occur in everyday lives. Discussions of the importance of sound decision-making and negotiation processes are explored.

ILS 0012 Personal Advocacy Level 3 (0)

Prerequisite: Successful completion in Independent Living Skills 0011

Total Hours: 16 hours lecture

Non Credit

This course focuses on developing public speaking skills as well as building solid communication skills. Communication skills, public speaking and debate skills will be explored.

ILS 0013 Personal Advocacy Level 4 (0)

Prerequisite: Successful completion in Independent Living Skills 0012

Total Hours: 16 hours lecture

Non Credit

This course provides an overview of Supplemental Security Income (SSI) benefits as well as the legal rights of people with developmental disabilities. An understanding of the laws and regulations that individuals receiving Supplemental Security Income and Social Security benefits must abide by are explored. Rights and responsibilities regarding housing, access, employment, education, Durable Power of Attorney and/or Conservator, as well as resources, will be covered.

ILS 0015 Interpersonal Relationships Level 1 (0)

Prerequisite: Acceptance into the Transition to Independent Living Program

Total Hours: 16 hours lecture

Non Credit

This course is designed to provide the moral, social, and legal aspects of sexuality. This comprehensive sex education class is designed to fully inform students about their sexuality. The course explores self-esteem, abstinence and dating through discussion and role play.

ILS 0016 Interpersonal Relationships Level 2 (0)

Prerequisite: Successful completion in Independent Living Skills 0015

Total Hours: 16 hours lecture

Non Credit

This course focuses on the moral, social, and legal aspects of sexuality. The primary curriculum used is published by James Stanfield and includes videos and scripts for the instructor. Instruction focuses on parts of the body, the sexual life cycle, human reproduction, birth control, and sexual health. Sexual vulnerability will be covered.

Independent Living Studies (cont.)**ILS 0017 Interpersonal Relationships Level 3 (0)**

Prerequisite: Successful completion in Independent Living Skills 0016

Total Hours: 16 hours lecture

Non Credit

This course covers inter-relationships with other people, including family, friends, and coworkers. The focus of the class is on building a successful marriage and other personal relationships. The class avoids intellectual jargon in favor of easy-to-follow concepts from which anyone can benefit.

ILS 0018 Interpersonal Relationships Level 4 (0)

Prerequisite: Successful completion in Independent Living Skills 0017

Total Hours: 16 hours lecture

Non Credit

This course focuses on the reality of parenthood. The course covers the financial, time, nurturing, educational, and medical responsibilities of having a child. The course examines ethical issues of parents with disabilities having children and the challenges of parents who have developmental disabilities. Facts regarding genetically passed disabilities, disabilities that do not increase the risk of a child having a disability, as well as child-bearing issues for mothers having physical disabilities will be researched in class. Resources and supports for developmentally disabled parents will also be discussed.

ILS 0020 Meal Preparation Level 1 (0)

Prerequisite: Acceptance into the Transition to Independent Living Program

Total Hours: 16 hours lecture; 32 hours lab (48 hours total)

Non Credit

This course is designed to teach students menu-planning, grocery shopping, and meal preparation. Basic kitchen skills are practiced, including understanding the food pyramid, following directions on stove top packaged meals, and using kitchen utensils such as pots, pans, and knives. Safe use of kitchen appliances and kitchen clean-up skills will be taught.

ILS 0021 Meal Preparation Level 2 (0)

Prerequisite: Successful completion in Independent Living Skills 0020

Total Hours: 16 hours lecture; 32 hours lab (48 hours total)

Non Credit

This second course in this series will expand on weekly meal planning, shopping and cooking, and the basic kitchen knowledge to more precise cooking skills. Planning a weekly menu, shopping for ingredients, and preparing daily meals will be taught. Utilization of various kitchen appliances, following a recipe using measurement skills, and following step by step directions will be practiced.

ILS 0022 Food and Nutrition (0)

Prerequisite: Acceptance into the Transition to Independent Living Program

Total Hours: 16 hours lecture

Non Credit

This course is designed to teach students the importance of weekly menu-planning, grocery shopping tips, stocking a kitchen, use of shopping ads and coupons, along with the importance of nutrition. Students will develop skills to: plan weekly menus, make a weekly grocery list, shop on a grocery budget, prepare nutritional meals on a budget, use leftovers, and understand measurement of liquid and dry ingredients.

ILS 0025 Personal Finance Level 1 (0)

Prerequisite: Acceptance into the Transition to Independent Living Program

Total Hours: 16 hours lecture; 48 hours lab (64 hours total)

Non Credit

This course is designed to facilitate basic money management skills pertaining to self-sufficiency in banking transactions, such as budgeting, paying personal bills, establishing good record keeping skills, check writing, and basic online banking.

ILS 0026 Personal Finance Level 2 (0)

Prerequisite: Successful completion in Independent Living Skills 0025

Total Hours: 16 hours lecture; 48 hours lab (64 hours total)

Non Credit

This course is designed to facilitate intermediate money management skills pertaining to self-sufficiency in banking transactions such as independent budgeting, paying personal bills, maintaining good record keeping skills, independent check writing, and intermediate online banking.

Independent Living Studies (cont.)**ILS 0027 Personal Finance Level 3 (0)**

Prerequisite: Successful completion in Independent Living Skills 0026

Total Hours: 16 hours lecture; 48 hours lab (64 hours total)

Non Credit

This course is designed to facilitate advanced money management skills pertaining to self-sufficiency in banking transactions such as independent budgeting, paying personal bills online, maintaining good record keeping skills, independent check writing within the community, acquiring a personal visa check card, and intermediate to advanced online banking transactions and online banking tools.

ILS 0028 Personal Finance Level 4 (0)

Prerequisite: Successful completion in Independent Living Skills 0027

Total Hours: 16 hours lecture; 48 hours lab (64 hours total)

Non Credit

This course expands and refines independent money management skills pertaining to self-sufficiency in banking transactions such as independent budgeting, independently paying personal bills online or via mail, independently maintaining sound record keeping skills, independently writing checks or using bank visa cards within the community, and independently demonstrating accessing online banking accounts to explore and balance banking transactions.

ILS 0030 Personal Safety Level 1 (0)

Prerequisite: Acceptance into the Transition to Independent Living Program

Total Hours: 16 hours lecture

Non Credit

This beginning course is designed to develop and improve personal safety skills. Basic personal safety procedures and skills will be introduced. Local safety resources such as 911, emergency contacts, and police and authorities will be reviewed. These skills are taught through lecture, and role playing.

ILS 0031 Personal Safety Level 2 (0)

Prerequisite: Successful completion in Independent Living Skills 0030

Total Hours: 16 hours lecture

Non Credit

This course is designed for students to expand personal safety skills needed to live independently. Basic personal safety while out in the community will be further developed. Safety while traveling and meeting strangers will be covered, and safe practices will be demonstrated.

ILS 0032 Personal Safety Level 3 (0)

Prerequisite: Successful completion in Independent Living Skills 0031

Total Hours: 16 hours lecture

Non Credit

This course is designed to expand and improve personal safety skills while at home. Basic home safety tips will be explored and practiced. Importance of securing one's home will be practiced, and ensuring a safe and secure home and how to escape in an emergency will be covered.

ILS 0033 Personal Safety Level 4 (0)

Prerequisite: Successful completion in Independent Living Skills 0032

Total Hours: 16 hours lecture

Non Credit

This course is designed for students to develop and improve personal safety skills while out in public. Safety procedures while traveling and knowing what resources to use when help is needed will be explored.

ILS 0040 Community Transition Level 1 (0)

Prerequisite: Acceptance into the Transition to Independent Living Program

Total Hours: 16 hours lecture; 16 hours lab (32 hours total)

Non Credit

This course focuses on the skills, goals, and choices needed for a full life in a new transition community. Lessons focus on the premise that students gain personal power when setting goals, identifying learning strengths, and making productive choices, such as identifying transition areas and goals, making a plan of action to reach the goals, and identifying transition needs. A Transition Portfolio will be developed. Activities include class discussions, simple interviews with classmates, and completions of handouts, checklists, and worksheets. Lab will include meeting with parents and to begin developing transition plans.

Independent Living Studies (cont.)**ILS 0041 Community Transition Level 2 (0)**

Prerequisite: Successful completion in Independent Living Skills 0040

Total Hours: 16 hours lecture; 16 hours lab (32 hours total)

Non Credit

The second transition course focuses the skills, goals, and choices needed for a full life in the new transition community. Lessons focus on identifying things people do well, developing a resume of personal success, identifying a Circle of Support and identifying local community agencies. In addition, a Transition Portfolio will be further developed. Activities include class discussions, simple interviews with classmates, and completions of handouts, checklists, and worksheets. Lab time is spent in the student's transition community. The learning sites become places of business in the transition community: banks, stores, public transportation, apartments, housing authorities, restaurants, etc. In addition to the community experiences, meetings with Circle of support People to continue the transition planning process to the new community will be conducted.

ILS 0042 Community Transition Level 3 (0)

Prerequisite: Successful completion in Independent Living Skills 0041

Total Hours: 16 hours total; 16 hours lab (32 hours total)

Non Credit

The third transition course focuses on empowering skills, goals, and choices needed for a full life in a new transition community. Lessons focus on planning leisure activities on a budget and finding a place to live that matches a budget. In addition, students will assess their progress and further develop their Transition Portfolio. Activities include class discussions, simple interviews with classmates, and completions of handouts, checklists, and worksheets. This course has lab time that is spent in the student's transition community. The learning sites become the places of business in the transition community: banks, stores, public transportation, apartments, housing authorities, restaurants, etc. In addition to the community experiences, students will continue to conduct meetings with their Circle of Support People to continue the transition planning process to the new community.

ILS 0043 Community Transition Level 4 (0)

Prerequisite: Successful completion in Independent Living Skills 0042

Total Hours: 16 hours lecture; 16 hours lab (32 hours total)

Non Credit

This course focuses on identifying steps for a successful transition meeting, practicing leading a Transition Meeting, learning to set up and budget utilities, practicing making choices to furnish an apartment and identifying safety issues in a new home and community. Progress and further development of the Transition Portfolio will be assessed. Activities include class discussions, simple interviews with classmates, and completions of handouts, checklists, and worksheets. This course has lab time that is spent in the student's transition community. The learning sites become the places of business in the transition community: banks, stores, public transportation, apartments, housing authorities, restaurants, etc.

ILS 0045 Career Education Level 1 (0)

Prerequisite: Acceptance into the Transition to Independent Living Program

Total Hours: 16 hours lecture

Non Credit

This is the first in a series of classes that focuses on building a foundation for becoming productive and successful employees. Lessons focus on identifying the skills to become a valued employee, such as getting along with supervisors and co-workers, learning how to succeed in a new job and understanding employer's expectations for a new employee. In addition, lessons about initiative and advancing on the job will be explored. Activities include class discussions, simple interviews with classmates, and completions of handouts, checklists, and worksheets.

ILS 0046 Career Education Level 2 (0)

Prerequisite: Successful completion in Independent Living Skills 0045

Total Hours: 16 hours lecture

Non Credit

The second course in this vocational series focuses on identifying skills necessary to become a valued employee, such as identifying interests in relation to work, identifying qualities of a good employee, identifying the value of teamwork, identifying personality strengths and weaknesses, identifying proper interview attire, identifying possible interview questions, and demonstrating appropriate behavior during an interview. Activities include class discussions, simple interviews with classmates, and completions of handouts, checklists, and worksheets.

Independent Living Studies (cont.)**ILS 0047 Career Education Level 3 (0)**

Prerequisite: Successful completion in Independent Living Skills 0046

Total Hours: 16 hours lecture

Non Credit

This is the third in a series of courses which focuses on building a foundation for becoming a productive and successful employee. Lessons focus on identifying the skills necessary to become a valued employee, such as identifying stressors, methods and strategies to relieve or reduce stressors, identifying insubordination, determining future employment preferences, identifying appropriate etiquette and communication, understanding the meaning of sexual harassment, identifying approaches used to sexually harass, and identifying the steps needed to stop or prevent sexual harassment. In addition, students will develop personal and work reference lists. Activities include class discussions, simple interviews with classmates, and completions of handouts, checklists, and worksheets.

ILS 0048 Career Education Level 4 (0)

Prerequisite: Successful completion in Independent Living Skills 0047

Total Hours: 16 hours lecture

Non Credit

This course is designed for students in the Transition to Independent Living Program. This course focuses on helping students build a base for becoming productive and successful employees. Lessons focus on learning skills to become a valued employee, such as, learning how to interview effectively, complete an application, learning how to identify demand list, learning how to make a good first impression, practicing interviewing skills, resume writing, understand the benefits of internships and volunteerism, develop a career ladder, and complete a portfolio. In addition, students will develop personal and work reference lists, and learn how to obtain letters of recommendation. Students engage in activities such as class discussions, simple interviews with classmates, and completion of handouts, checklists, and worksheets.

ILS 0050 Communication Skills Level 1 (0)*

Prerequisite: Acceptance into the Transition to Independent Living Program

Total Hours: 16 hours lecture

Non Credit

This introductory course is designed for development and improvement of the basic communication skills needed for daily life. Topics covered include differences in communication styles, appropriateness, and use of communication devices. Skills are taught through lecture, activities, and role playing.

ILS 0051 Communication Skills Level 2 (0)

Prerequisite: Successful completion in Independent Living Skills 0050

Total Hours: 16 hours lecture

Non Credit

This second course in communication is designed to continue developing and improving basic communication skills. Written means of communicating will be explored. Expansion of interpersonal skills and addressing barriers to good communication will be covered.

ILS 0055 Conflict Resolution Level 1 (0)

Prerequisite: Acceptance into the Transition to Independent Living Program

Total Hours: 16 hours lecture

Non Credit

This course is designed to describe, explain, and teach techniques to manage and resolve most common and difficult interpersonal behaviors including teasing, anger, criticism, and bullying. Conflict resolution strategies such as CALM (C=calm down, A= ask why I feel this way, L=look for ways to feel better, M=move to feel better) and COOL (C=cool off, O=openly give an 'I' statement, O=offer your solution, L=leave/let it go) will be explored. Role playing activities with classmates related to resolving various conflicts will be conducted.

ILS 0056 Conflict Resolution Level 3 (0)

Prerequisite: Successful completion in Independent Living Skills 0055

Total Hours: 16 hours lecture

Non Credit

This second course in this series is designed to further develop and improve calm and effective communication skills, further explore communication styles, expand effective ways to manage anger and stress, identify the physical symptoms of anger, stop negative angry thoughts, and further explore the conflict resolution strategies. Various role playing activities to resolve conflicts and become more aware of how anger affects communication/conflict resolution skills will be explored.

Independent Living Studies (cont.)**ILS 0057 Independent Life Level 2 (0)**

Prerequisite: Acceptance into the Transition to Independent Living Program

Total Hours: 16 hours lecture

Non Credit

This course is designed to describe, explain, and teach techniques to manage and resolve the complexities of common off campus living situations: borrowing and lending items, establishing household rules, and exploring the basic respect of and guidelines of personal space. It continues to teach conflict resolution strategies that may be necessary to resolve roommate conflicts.

ILS 0058 Reaching Independence Level 4 (0)

Prerequisite: Successful completion in Independent Living Skills 0056

Total Hours: 16 hours lecture

Non Credit

This course is designed to describe, explain, and teach techniques to live successfully in an independent dwelling. This course provides the opportunity to gain practical knowledge in regard to living in a supported environment to transitioning to a larger community and living independently.

ILS 0060 Personal Health Level 1 (0)

Prerequisite: Acceptance into the Transition to Independent Living Program

Total Hours: 16 hours lecture

Non Credit

This course covers how to maintain a healthy lifestyle. Basic health and hygiene will be explored. Symptoms, remedies, and accessing medical help will be covered.

ILS 0061 Personal Health Level 2 (0)

Prerequisite: Successful completion in Independent Living Skills 0060

Total Hours: 16 hours lecture

Non Credit

The first unit will cover essentials of maintaining a healthy lifestyle as they transition into their sophomore year. Emphasis will be on good dental hygiene, following the food pyramid, portion size, reading food labels, benefits of vitamins and maintaining healthy eating habits, sleep habits, and incorporating exercise into students' lives. The second unit will cover basic knowledge regarding autism, mental retardation, epilepsy, cerebral palsy, and how a healthy, thoughtful lifestyle will help to minimize the physical and cognitive issues associated with disabilities.

ILS 0070 Travel and Safety Level 3 (0)

Prerequisite: Acceptance into the Transition to Independent Living Program

Total Hours: 16 hours lecture; 16 hours lab (32 hours total)

Non Credit

This course is designed to introduce students to the public transportation system. Students learn to read maps and schedules of various public transportation systems. Students apply skills developed in earlier courses such as planning, budgeting, socialization, and personal safety.

ILS 0071 Travel and Safety Level 4 (0)

Prerequisite: Successful completion in Independent Living Skills 0070

Total Hours: 16 hours lecture; 16 hours lab (32 hours total)

Non Credit

This course is designed for students to plan, budget for and travel safely to an out of town destination to include an overnight stay. Planning for hotel accommodations and safely executing a trip will be accomplished. Public transportation will be used. This course integrates the coursework from previous and current courses including: planning, budgeting, socialization, personal safety and reality to augment coursework and generalize those skills to the real world environment.

ILS 0075 Pedestrian Safety (0)

Prerequisite: Acceptance into the Transition to Independent Living Program

Total Hours: 9 hours lecture; 7 hours lab (16 hours total)

Non Credit

This course is designed to teach safe pedestrian skills, bicycle safety, and use of public and private transportation. The course will focus and build skills to understand pedestrian and driver responsibilities, public transportation schedules, and mapping transportation routes.

Independent Living Studies (cont.)

ILS 0076 Remedial Reading (0)*

Prerequisite: Acceptance into the Transition to Independent Living Program

Total Hours: 16 hours lecture

Non Credit

This remediation course is designed to improve reading by identifying words by sight. Survival words that appear on road signs, grocery ads, medication containers, basic recipes, household cleaning products, and bank statements are emphasized. How to distinguish business mail from junk mail is covered, and words from the Dolch Word List are explored.

ILS 0077 Personal Planning (0)

Prerequisite: Acceptance into the Transition to Independent Living Program

Total Hours: 16 hours lecture

Non Credit

This course covers the different components of event planning and time management skills including setting short and long term goals, and planning schedules, activities, and future events. Differences between priority, important, and not important events and how to successfully collaborate with peers to hold a special event are covered.

INDUSTRIAL EDUCATION SAFETY

IES 1050 Hazardous Materials (1.5)

[FORMERLY IES 50]

Prerequisite: None

Total Hours: 26 hours lecture

Degree Applicable

This course covers Federal and California Occupational Safety and Health Administration (OSHA) general industry standards and integrates materials from other consensus and proprietary standards that relate to hazardous materials. Included are flammable and combustible liquids, compressed gases, Liquefied Petroleum (LP) gases and cryogenic liquids. Related processes such as spraying and dipping are covered as well as electrical equipment. This course is offered on a Pass/No Pass basis with the option to receive a letter grade.

IES 1051 OSHA's Ergonomics Guidelines for Nursing Homes (.5)*

[FORMERLY IES 51]

Prerequisite: None

Total Hours: 8 hours lecture

Degree Applicable

The focus of this one-day course is to use OSHA's Ergonomics Guidelines for Nursing Homes to develop a process to protect workers in nursing homes. The course will focus on analyzing and identifying ergonomic problem jobs and practical solutions to address these problems. Featured topics include: developing an ergonomics process; risk factors in the nursing home guidelines; identifying problem jobs including protocols for resident assessment; and implementing solutions including work practices and engineering solutions. This course is offered on a Pass/No Pass basis with the option to receive a letter grade.

IES 1052 Respiratory Protection (1.25)

[FORMERLY IES 52]

Prerequisite: None

Total Hours: 20 hours lecture

Degree Applicable

This course covers the requirements for the establishment, maintenance, and monitoring of a respirator program. Topics include terminology, Occupational Safety Health Administration (OSHA) standards, National Institute for Occupational Safety and Health (NIOSH) certification, and medical evaluation recommendations. Course highlights include laboratories on respirator selection, qualitative fit testing, and the use of a large array of respiratory and support equipment for hands-on training. This course is offered on a Pass/No Pass basis with the option to receive a letter grade.

IES 1053 Principles of Ergonomics (1)

[FORMERLY IES 53]

Prerequisite: None

Total Hours: 18 hours lecture

Degree Applicable

This course covers the use of ergonomic principles to prevent musculoskeletal disorders. Topics include work physiology, anthropometry, musculoskeletal disorders, video display terminals, and risk factors such as vibration, temperature, material handling, repetition, and lifting and transfers in health care. Course features industrial case studies covering analysis and design of work stations and equipment, laboratory sessions in manual lifting, and coverage of current Occupational Safety Health Administration (OSHA) compliance policies. This course is offered on a Pass/No Pass basis with the option to receive a letter grade.

Industrial Education Safety (cont.)**IES 1054 Permit-Required Confined Space (1.25)****[FORMERLY IES 54]***Prerequisite: None**Total Hours: 20 hours lecture****Degree Applicable***

This course is designed to enable students to recognize, evaluate, control, and abate safety and health hazards associated with permit-required confined space entry. The course focuses on the specific requirements of 29 Code of Federal Regulations (CFR) 1910.146 (a) through (l) and California Code of Regulations (CCR), Title 8, Sections 5156 thru 5158. Each paragraph of the standard is discussed with references to the Occupational Safety Health Administration (OSHA) directives, letters of interpretation, and preamble rationale. Technical topics include the recognition of confined space hazards, basic information about instrumentation used to evaluate atmospheric hazards, and general permit space ventilation techniques. Course features workshops on confined space classification permits and program evaluation. This course is offered on a Pass/No Pass basis with the option to receive a letter grade.

IES 1055 Excavation, Trenching and Soil Mechanics (1.25)**[FORMERLY IES 55]***Prerequisite: None**Total Hours: 20 hours lecture****Degree Applicable***

This course focuses on Occupational Safety and Health Administration (OSHA) and California (Cal) OSHA standards and on the safety aspects of excavation and trenching. The course addresses practical soil mechanics and its relationship to the stability of shored and unshored slopes and walls of excavations. Various types of shoring (wood timbers and hydraulic) are covered. Testing methods are demonstrated and the use of instruments such as penetrometers, torvane shears, and engineering rods. This course is offered on a Pass/No Pass basis with the option to receive a letter grade.

IES 1056 Electrical Standards (1.25)**[FORMERLY IES 56]***Prerequisite: None**Total Hours: 20 hours lecture****Degree Applicable***

This course is designed to provide a survey of Federal and California standards and the hazards associated with electrical installations and equipment. Topics include single- and three-phase systems, cord- and plug-connected and fixed equipment, grounding, ground fault circuit interrupters, and safety-related work practices. Emphasis is placed on electrical hazard recognition and OSHA inspection procedures. Hands-on training is provided using various types of electrical test equipment. This course is offered on a Pass/No Pass basis with the option to receive a letter grade.

IES 1057 Fall Arrest Systems (1)**[FORMERLY IES 57]***Prerequisite: None**Total Hours: 20 hours lecture****Degree Applicable***

This course provides an overview of state-of-the-art technology for fall protection and current OSHA requirements. Topics covered include the principles of fall protection, the components of fall arrest systems, the limitations of fall arrest equipment, and OSHA policies regarding fall protection. Course features a one-day field exercise demonstrating fall protection equipment. This course is offered on a Pass/No Pass basis with the option to receive a letter grade.

IES 1058 Occupational Safety and Health Standards for the Construction Industry (1.5)**[FORMERLY IES 58A]***Prerequisite: None**Total Hours: 26 hours lecture****Degree Applicable***

This course covers Federal and California Occupational Safety and Health Administration (OSHA) policies, procedures, standards, and construction safety and health principles. Topics include scope and application of the Federal and California OSHA standards. Special emphasis is on the most hazardous functions workers perform during construction projects. This course is offered on a Pass/No Pass basis with the option to receive a letter grade.

Industrial Education Safety (cont.)**IES 1059 Trainer Course in Occupational Safety and Health Standards for the Construction Industry (1.5)****[FORMERLY IES 58B]***Prerequisite: Successful completion in Industrial Education 1058 with a grade of 'C' or better**Total Hours: 26 hours lecture****Degree Applicable***

This course is designed for those preparing to train workers in construction industry safety and health. The course builds on the subject matter presented in Industrial Education Safety 1058 focusing on effective preparation and presentation of Federal and California OSHA policies, procedures, standards, and construction safety and health principles. The course will also cover the development and delivery of safety presentations. This course is offered on a Pass/No Pass basis with the option to receive a letter grade.

IES 1060 Trainer Update Course in Occupational Safety & Health Standards for the Construction Industry (1)***[FORMERLY IES 58C]***Prerequisite: Successful completion in Industrial Education 1059**Total Hours: 18 hours lecture****Degree Applicable***

This course is designed for personnel in the private sector who have completed #500 Trainer Course in Occupational Safety and Health Standards for the Construction Industry and who are active trainers in the outreach program. It provides an update on such topics as OSHA construction standards, policies, and regulations. This course is offered on a Pass/No Pass basis with the option to receive a letter grade.

IES 1061 Occupational Safety and Health Standards for General Industry (1.5)**[FORMERLY IES 59A]***Prerequisite: None**Total Hours: 26 hours lecture****Degree Applicable***

This course covers Federal and California Occupational Safety and Health Administration (OSHA) policies, procedures, standards, and general industry safety and health principles. Topics include scope and application of the Federal and California OSHA standards. Emphasis is on the hazards routinely encountered by workers in a broad spectrum of industries. This course is offered on a Pass/No Pass basis with the option to receive a letter grade.

IES 1062 Trainer Course in Occupational Safety and Health Standards for General Industry (1.5)**[FORMERLY IES 59B]***Prerequisite: Successful completion in Industrial Education 1061 with a grade of 'C' or better**Total Hours: 26 hours lecture****Degree Applicable***

This course is designed for those preparing to train workers in industrial safety and health. The course builds on the subject matter presented in Industrial Education Safety 1061 focusing on effective preparation and presentation of Federal and California Occupational Safety and Health Administration (OSHA) policies, procedures, standards, and broad spectrum of safety and health principles. The course will also cover the development and delivery of safety presentations. This course is offered on a Pass/No Pass basis with the option to receive a letter grade.

IES 1063 Trainer Update Course In Occupational Safety and Health Standards for General Industry (1)***[FORMERLY IES 59C]***Prerequisite: Successful completion in Industrial Education 1062 with a grade of 'C' or better**Total Hours: 18 hours lecture****Degree Applicable***

This course is designed for private sector personnel who have completed course #501 Trainer Course in Occupational Safety and Health Standards for General Industry and who are active trainers in the outreach program. It provides an update on OSHA general industry standards and OSHA policies. This course is offered on a Pass/No Pass basis with the option to receive a letter grade.

Industrial Education Safety (cont.)**IES 1065 Machinery and Machine Guarding (1.5)****[FORMERLY IES 61]***Prerequisite: None**Total Hours: 26 hours lecture****Degree Applicable***

This course will cover various types of common machinery and the related safety standards. Guidance is provided on the hazards associated with various kinds of machinery and the control of hazardous energy sources (lockout/tagout). The course presents an approach to machinery inspection that enables participants to recognize hazards and to provide options to achieve abatement. These hazards include mechanical motions and actions created by points of operation and other machinery processes. This course is offered on a Pass/No Pass basis with the option to receive a letter grade.

IES 1066 Introduction to Machinery and Machine Guarding (.5)*[FORMERLY IES 62]*Prerequisite: None**Total Hours: 8 hours lecture****Degree Applicable***

The main focus of this course is to increase the participant's knowledge and skill in proper machine safeguarding techniques, and to highlight the benefits of guarding various types of machinery. It is the employer's responsibility to identify and select the safeguard necessary to protect employees and others in the work area, as well as provide appropriate training in safe work practices. Knowing when and how to properly safeguard machinery can reduce or eliminate the potential for accidents and injuries. This course is offered on a Pass/No Pass basis with the option to receive a letter grade.

IES 1067 Guide to Industrial Hygiene (1.5)**[FORMERLY IES 63]***Prerequisite: None**Total Hours: 26 hours lecture****Degree Applicable***

This course covers industrial hygiene practices and related Occupational Safety and Health Administration (OSHA) regulations and procedures. Topics include permissible exposure limits, OSHA health standards, respiratory protection, engineering controls, hazard communication, OSHA sampling procedures and strategy, workplace health program elements, and other industrial hygiene topics. The course features workshops in health hazard recognition, OSHA health standards, and a safety and health program workshop. This course is offered on a Pass/No Pass basis with the option to receive a letter grade.

IES 1068 Pesticide Application Safety Training (.25)***[FORMERLY IES 90A]***Prerequisite: None**Total Hours: 4 hours lecture; 4 hours lab (8 hours total)****Degree Applicable***

This course provides a fundamental understanding of roles, responsibilities and accountabilities when handling and applying pesticides and other agricultural hazardous materials. This course is offered on a Pass/No Pass basis with the option to receive a letter grade. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

IES 1100 Basic Employee Safety for General Industry (.25)***[FORMERLY PET 95T]***Prerequisite: None**Total Hours: 7.5 hours lecture****Degree Applicable***

This course will satisfy the minimum safety training required by most companies found in industries requiring human machine interface. There are ten topics presented that are most commonly encountered by workers. This course is offered on a Pass/No Pass basis with the option to receive a letter grade. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

Industrial Education Safety (cont.)**IES 1103 Plus Safety Training
(.25)*[FORMERLY PET 94H]**

Prerequisite: None

Total Hours: 4 hours lecture; 4 hours lab (8 hours total)

Degree Applicable

This lecture and activity course is designed to provide a fundamental understanding of permit-required confined space entry and non-entry rescue in accordance with the California Occupational Safety and Health Act, (Cal-OSHA), Title 8, California Code of Regulations, Sections 3203, 3314, 5157, 5158, 6535 and 6536, and Federal OSHA 1910.146. Additional training in the principles of fire extinguisher operation, awareness of the hazards of Naturally Occurring Radioactive Materials (N.O.R.M.) commonly found in the oilfields, Cardiopulmonary Resuscitation (CPR). This course is offered on a Pass/No Pass basis with the option to receive a letter grade. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

**IES 1104 Supervisor Safety Training (.25)
[FORMERLY PET 95C]**

Prerequisite: None

Total Hours: 4 hours lecture; 4 hours lab (8 hours total)

Degree Applicable

This lecture/seminar and activity course is designed to provide fundamental understanding of supervisory roles, responsibilities and accountabilities in the petroleum and general workplace. It will include a working understanding of federal and state legal and regulatory requirements for safety and personnel issues at the supervisory level. This course is offered on a Pass/No Pass basis with the option to receive a letter grade. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

**IES 1105 Mine Safety and Health Refresher (.25)
[FORMERLY PET 93Z]**

Prerequisite: None

Total Hours: 4 hours lecture; 4 hours lab (8 hours total)

Degree Applicable

This lecture/demonstration and familiarization course is mine specific and is designed to provide a fundamental understanding of surface, metal, non-metal mine workplace and the hazards associated thereto. The class will be in accordance with the requirements of 30 Code of Federal Regulations, Mine Safety and Health Act and Title 8, California Code of Regulations, Chapter 4, Subchapter 12, 'Mine Safety Orders.' This course is offered on a Pass/No Pass basis with the option to receive a letter grade. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

**IES 1106 Hazardous Material (HAZMAT) First Responder Awareness (.25)
[FORMERLY PET 93U]**

Prerequisite: None

Total Hours: 4 hours lecture; 4 hours lab (8 hours total)

Degree Applicable

This course is designed to train initial responders to safely act to protect the scene and personnel during the initial phases of a hazardous material spill or airborne release. This course is offered on a Pass/No Pass basis with the option to receive a letter grade. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

**IES 1107 Medic First Aid Training/CPR (.25)
[FORMERLY PET 94A]**

Prerequisite: None

Total Hours: 4 hours lecture; 4 hours lab (8 hours total)

Degree Applicable

This course is designed to learn and practice the skills needed when responding to medical emergencies. Emergency Medical Planning is the certifying agency for instructors. This course is offered on a Pass/No Pass basis with the option to receive a letter grade. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

Industrial Education Safety (cont.)**IES 1108 Hazardous Waste Operations Emergency Response (HAZWOPER) Annual Refresher (.25)****[FORMERLY PET 93K]***Prerequisite: Possession of current 24-hour or 40-hour HAZWOPER Technician Certificate;**Total Hours: 4 hours lecture; 4 hours lab (8 hours total)****Degree Applicable***

This course satisfies general annual refresher training requirements of 29 CFR 1910.120, Hazardous Waste Operations Emergency Response (HAZWOPER). This course is offered on a Pass/No Pass basis with the option to receive a letter grade. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

IES 1109 Emergency Response Technician Training (1)**[FORMERLY PET 94Q]***Prerequisite: None**Total Hours: 12 hours lecture; 12 hours lab (24 hours total)****Degree Applicable***

This course is designed to train students to the HAZMAT Technician level. This course is offered on a Pass/No Pass basis with the option to receive a letter grade. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

IES 1112 Forklift Training for Operators (.25)**[FORMERLY PET 93I]***Prerequisite: 18 years old**Total Hours: 4 hours lecture; 4 hours lab (8 hours total)****Degree Applicable***

This course is designed to introduce the design, characteristics, and safe operating practices of the seven classes of powered industrial trucks known as forklifts. The course meets the general requirements of California's standards found in Title 8, General Industry Safety Orders, Sections 3664 and 3668. Included is hands-on operation of a forklift and demonstration of proficiency in application of the principles of operation learned in the classroom is required. This course is offered on a Pass/No Pass basis with the option to receive a letter grade. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

IES 1113 California Commercial Driver License Permit Preparation (1.75)**[FORMERLY PET 94P]***Prerequisite: None**Total Hours: 24 hours lecture; 16 hours lab (40 hours total)****Degree Applicable***

This lecture/practical course is designed to prepare for taking the California Class A/B written driving test, thereby enabling the successful examinee to obtain a California Class A/B learner permit. This course is offered on a Pass/No Pass basis with the option to receive a letter grade. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

IES 1114 Confined Space Entrant, Attendant, Supervisor Awareness and Rescue (.5)**[FORMERLY PET 95P]***Prerequisite: None**Total Hours: 8 hours lecture; 8 hours lab (16 hours total)****Degree Applicable***

Introduces the hazards associated with entry into spaces defined as confined by Occupational Safety and Health Association (OSHA) standard 1910.146. This course is offered on a Pass/No Pass basis with the option to receive a letter grade. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

IES 1115 California Oil Producers Confined Space Entry Training (.25)**[FORMERLY PET 95S]***Prerequisite: Successful completion in Industrial Education 1102 or 1120 with a grade of 'C' or better and receipt of the Medical Evaluation Clearance for Respirator Use**Total Hours: 4 hours lecture; 4 hours lab (8 hours total)****Degree Applicable***

This lecture and activity course is designed to provide a fundamental understanding of permit-required confined space entry and non-entry rescue in accordance with the California Occupational Safety and Health Act (Cal-OSHA), Title 8, California Code of Regulations, Sections 3203, 3314, 5157, 5158, 6535 and 6536. This course is offered on a Pass/No Pass basis with the option to receive a letter grade. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

Industrial Education Safety (cont.)**IES 1116 Hazardous Waste Operations and Emergency Response (HAZWOPER) Training (1)****[FORMERLY PET 93V]***Prerequisite: None**Total Hours: 8 hours lecture; 32 hours lab (40 hours total)***Degree Applicable**

Covers all the disciplines required to satisfy the Federal Code of Regulations 1910.120 concerning personnel that will work in Hazardous waste site and/or remediation zones. This course will also meet the State of California requirements for a Technician for emergency response standards CCR Section 5192. Certificates are presented and must be renewed annually to assure that the most current information is received. This course is offered on a Pass/No Pass basis with the option to receive a letter grade. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

IES 1118 Confined Space Training For Supervisors (.25)***[FORMERLY PET 93C]***Prerequisite: Industrial Education Safety 1115 or 1120**Total Hours: 4 hours lecture; 4 hours lab (8 hours total)***Degree Applicable**

This course will satisfy the minimum safety training required by most companies for participants to take ultimate responsibility for safe operations as described in Code of Federal Regulations (CFR) 1910.146. This course is offered on a Pass/No Pass basis with the option to receive a letter grade. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

IES 1119 Defensive Driving Course (.25)**[FORMERLY PET 93P]***Prerequisite: None**Total Hours: 4 hours lecture; 4 hours lab (8 hours total)***Degree Applicable**

The five keys to safe driving will be instructed by way of practical demonstration, lecture, and AV presentation. This course is offered on a Pass/No Pass basis with the option to receive a letter grade. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

IES 1120 Confined Space Attendant/Entrant Plus Medic First Aid Retraining (.25)***[FORMERLY PET 93X]***Prerequisite: None**Total Hours: 4 hours lecture; 4 hours lab (8 hours total)***Degree Applicable**

This course will satisfy the minimum safety training required by most companies for participants to work in Confined Spaces, and includes Cardio-Pulmonary Resuscitation (CPR) and First Aid. This course is offered on a Pass/No Pass basis with the option to receive a letter grade. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

IES 1125 Passport and Medic First Aid Refresher (.25)*Prerequisite: Successful completion of Industrial Education Safety 1107 with a grade of C or better**Total Hours: 7 hours lecture; 1 hour lab (8 hours total)***Degree Applicable**

This course covers the basic level of safety awareness required of all contractor personnel working on the properties of the California Oil Producers. Inclusion of First aid and CPR refresher training is intended to review knowledge, practice skill sets, and introduce new concepts and skills as necessary to support patients until the arrival of professional emergency response personnel. Course is repeatable if mandated for training requirements as a condition of continued paid or volunteer employment. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

IES 1500 Occupational Health and Safety Compliance (3)*Advisory: Eligibility for English 1500 strongly recommended**Total Hours: 48 hours lecture***Transfer Credit: CSU**

The course covers the laws and regulations pertaining to industrial occupational safety, the history of occupational safety leading to current legislation, and the development of the Occupational Safety and Health Administration (OSHA). Students will gain a working knowledge of Worker's Compensation and benefit laws, risk management, product safety and liability, and monitoring hazards in the workplace.

INDUSTRIAL TECHNOLOGY

INTC 1000 Career Readiness in Industrial Technology (3)

Prerequisite: None

Total Hours: 48 hours lecture

Degree Applicable

This course will cover survival skills necessary to be successful in careers in industrial technology fields. Emphasis will be placed on industrial safety, applied mathematics in the workplace, job survival and readiness skills, communication, quality control, planning and professional leadership. Field experiences to places of employment may be required.

INTC 1100 Industrial Technology Capstone (3)

Advisory: Completion of all other required courses in an Industrial Education or Industrial Technology program. In addition, eligibility for English 1000, Reading 1005, and Mathematics 1050 is strongly recommended

Total Hours: 48 hours lecture

Degree Applicable

This course is designed to be the culminating project specific to a program of study. Professional and employment related situations and projects will be explored through a variety of learning methods to include simulations, case studies, scenarios, individual research papers, projects, internships, portfolios and presentations necessary for twenty-first century success. Projects will be based on need and/or interest related to the discipline or profession and agreed upon between the instructor and the student.

INFORMATION COMPETENCY

INCO 1048 Information Competency and Bibliography (1)

[FORMERLY ENGL 48; INCO 48; INCO 1548; LBSK 48]

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 16 hours lecture

Degree Applicable

This course is an introduction to research skills and strategies for college students to successfully locate, access, evaluate, and use information in various formats. Students will learn how to use print, database, and Internet resources, cite sources in-text, create bibliographies, and understand the legal and ethical issues involving research. Not open for students with credit in INCO 1548.

JOURNALISM

JRNL 1510 Mass Communication and the Individual (3)

[FORMERLY JRN 1]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course is a survey of mass communications and the interrelationships of media and society including history, structure and trends in a digital age. This course includes discussion of theories and effects, economics, technology, law and ethics, global media, media literacy, and social issues including gender and cultural survey of mass communications and the interrelationships of media with society including diversity. Students may opt to receive credit in either Journalism 1510 or Communications 1510, not both. **C-ID: JOUR 100**

JRNL 1605 Reporting and News Writing (3)

[FORMERLY JRN 8A]

Prerequisite: Eligibility for English 1500

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This introductory course focuses on news sources, news gathering techniques, and several approaches to handling news combined with practice in writing different types of news stories for multiple platforms. **C-ID: JOUR 110**

JRNL 1610 Reporting and Feature Writing (3)

[FORMERLY JRN 8B]

Prerequisite: Successful completion in Journalism 1605

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course focuses on feature writing and approaches to handling different types of feature stories such as profiles, human interest, consumer, and interpretive news features. Participation in the preparation of the college newspaper is required.

Journalism (cont.)

JRNL 1620 Introduction to Multimedia Reporting (3)

Prerequisite: Successful completion in Journalism 1605 strongly recommended

Total Hours: 32 hours lecture; 59 hours lab (91 hours total)

Transfer Credit: CSU

The Introduction Multimedia Reporting course covers the knowledge needed to create video content for TV broadcast, web, and social media. It covers technical aspects of shooting and editing video and explores the importance of good communication and storytelling.

JRNL 2105 News Media Practicum (3)

[FORMERLY JRNL 11A]

Prerequisite: Successful completion in Journalism 1510, 1605, Art/Computer Science 1820, completion of, or currently enrolled in, Art/Computer Science 1850 with a grade of 'C' or better.

Total Hours: 16 hours lecture; 96 hours lab (112 hours total)

Transfer Credit: CSU

This is the first semester of the capstone course for Multimedia Journalism. This course is designed to simulate every aspect of normal media operations and production, including the sale of advertising to local businesses. Proceeds of these advertisements are to be used to offset operating expenses of the enterprise.

JRNL 2110 Advanced News Media Practicum (3)

[FORMERLY JRN 11B]

Prerequisite: Successful completion in Journalism 2105 with a grade of 'C' or better

Total Hours: 16 hours lecture; 96 hours lab (112 hours total)

Transfer Credit: CSU

This is the second semester of the capstone course in Multimedia Journalism. This course refines production skills and techniques of normal media operations.

KINESIOLOGY

KINE 1500 Introduction to Kinesiology (3)

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course is an introduction to the discipline of human physical activity. This course will analyze the three ways to learn about physical activity: experiencing physical activity, the scholarly study of physical activity and the professional practice of physical activity. Topics to be covered include the importance of physical activity, the history, sociology and philosophy of physical activity, the biomechanics and physiology of physical activity and the various professions in physical activity. **C-ID KIN 100**

LEARNING SKILLS

LRSK 0200 Enhancement of Learning Styles (.5)

[FORMERLY LRSK 51]

Prerequisite: None

Total Hours: 8 hours lecture

Not Degree Applicable

This course is designed to identify and enhance the learning styles of students who may be eligible to receive services through Student Support Services. This course utilizes specialized techniques and materials to assess students' learning style strengths and to aid in the adaptation of those strengths to compensate for identified areas of weakness. This course is offered on a Pass/No Pass basis only.

LRSK 0220 Improving Learning Potential (1 unit per semester; limit 4 units)

[FORMERLY LRSK 52ABCD]

Prerequisite: None

Total Hours: 16 hours lecture

Not Degree Applicable

This course offers specialized computer assisted instruction and cognitive rehabilitation for students with learning disabilities, acquired brain injuries, or other disabilities to provide an opportunity to maximize their learning potential and increase their academic efficiency with written language tasks.

Learning Skills (cont.)**LRSK 0230 Functional Word Processing (1 unit per semester; limit 4 units)****[FORMERLY LRSK 53ABCD]***Prerequisite: None**Total Hours: 16 hours lecture***Not Degree Applicable**

This course covers the fundamentals of word processing using assistive technology specifically designed and adapted for students with learning and/or physical disabilities. Students will learn basic word processing skills using assistive technology.

LRSK 0240 Math Concepts (2 units per semester; limit 8 units)**[FORMERLY LRSK 54; LRSK 54ABCD; MATH 53; MATH 53ABCD]***Prerequisite: None**Total Hours: 32 hours lecture***Not Degree Applicable**

Utilizing 'Skills Bank II' and 'Careful Mathematics,' this course is designed to augment the teaching of the basic ideas and skills of arithmetic. The course offers specialized computer-assisted instruction for students with learning disabilities.

LRSK 0250 Improving Study Skill Strategies (1 unit per semester; limit 4 units)**[FORMERLY LRSK 55ABCD]***Prerequisite: None**Total Hours: 16 hours lecture***Not Degree Applicable**

This course offers specialized computer assisted instruction and study skills for disabled students to provide an opportunity to maximize their study skills and increase their academic efficiency and success.

LRSK 0260 Functional Reading Enhancement (2 units per semester; limit 8 units)***[FORMERLY LRSK 56ABCD]***Prerequisite: None**Total Hours: 32 hours lecture***Not Degree Applicable**

This course offers specialized direct instruction in reading decoding skills utilizing a corrective reading program, providing an opportunity to improve reading speed and ease for students with learning disabilities. Section enrollment is determined by reading assessment.

LRSK 0910 Basic Academic Preparation (0)**[FORMERLY LRSK 62ABCD]***Prerequisite: None**Total Hours: 48 hours lecture***Non Credit**

This course offers instruction to maximize student learning potential and increase efficiency in core curricula (science, social studies, arts and literature, and mathematics) required for academic preparation. This course also addressed the development of affective domain for success in college. This is a non-credit class. This class is offered on an open-entry/open-exit basis.

LRSK 0911 Basic Academic Preparation in Spanish (0)*Prerequisite: None**Total Hours: 96 hours lecture***Non Credit**

This course offers instruction to maximize student learning potential and increase efficiency in core curricula (science, social studies, arts and literature, and mathematics) for basic academic preparation and is taught in Spanish. This course also addressed development of affective domain in being successful in college. This is a non-credit class. This course is offered on an open-entry/open-exit basis. For additional assistance, student may be referred for specialized tutoring.

LRSK 0920 Functional Word Processing I (2)***[FORMERLY LRSK 63ABCD]***Prerequisite: None**Total Hours: 28 hours lecture; 16 hours lab (44 hours total)***Not Degree Applicable**

This course covers the fundamentals of word processing. Basic word processing skills for producing paragraphs and essays are covered.

Learning Skills (cont.)

LRSK 0930 Math Concepts (2)*

[FORMERLY LRSK 64ABCD]

Prerequisite: None

Total Hours: 32 hours lecture

Not Degree Applicable

Utilizing computer applications this course is designed to augment the teaching of the basic ideas and skills of arithmetic. The course offers specialized computer-assisted instruction.

LRSK 0940 Improving Study Skill Strategies (1)*

[FORMERLY LRSK 65ABCD]

Prerequisite: None

Total Hours: 16 hours lecture

Not Degree Applicable

This course offers specialized computer assisted instruction and study skills to provide an opportunity to maximize study skills and increase their academic efficiency and success.

MANAGEMENT

MGMT 1500 Introduction to Human Resources Management (3)

[FORMERLY MGMT 10]

Advisory: Mathematics 1050 and Business 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course provides an overview of the functional areas of Human Resource Management (HRM). The course begins by examining environmental factors such as legislation, organizational strategy, labor, and global issues. Next the HR process is examined: recruiting, training, compensation, benefits, performance appraisal, and termination. Throughout the course, students are provided with the opportunity to engage in HR practice and develop HR policy.

MGMT 1505 Principles of Supervision (3)

[FORMERLY MGMT 11]

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course is designed to provide the student with certain key principles and practices of management from the line supervisor level. Principles of employee-management relations and use of systematic approach to problem-solving will be discussed. Functions of the supervisor concerning interpretation of organizational policies, introducing new employees to their jobs, transfers, promotions and discharges, safety, training, and human resources. Case studies in the functional areas of supervision will be discussed and reviewed.

MGMT 1510 Values and Ethics (.5)

[FORMERLY MGMT 12]

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 8 hours lecture

Transfer Credit: CSU

This course is designed to acquaint the student with the importance of values and ethics in the workplace. The importance of values and ethics involved in the supervisor's carrying out his/her duties will be emphasized.

MGMT 1515 Communication (.5)

[FORMERLY MGMT 13]

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 8 hours lecture

Transfer Credit: CSU

This course is designed to introduce the student to key elements in communication within business organizations. Topics will include verbal and nonverbal communication, listening skills and specific supervisory communication skills.

MGMT 1520 Team Building (.5)

[FORMERLY MGMT 14]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 8 hours lecture

Transfer Credit: CSU

This course is designed to provide the student with an understanding of how teams work together, common problems teams encounter and how to solve them. Students will learn to recognize various team player styles. Students will be introduced to team building in the workplace.

Management (cont.)

MGMT 1525 Time Management (.5)

[FORMERLY MGMT 15]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 8 hours lecture

Transfer Credit: CSU

This course is designed to introduce the student to time management principles and specific tools that assist in making maximum use of time. Basic concepts of managing space will also be covered.

MGMT 1530 Conflict Resolution (.5)

[FORMERLY MGMT 16]

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 8 hours lecture

Transfer Credit: CSU

This course is designed to provide the student with an analysis of attitudes and behavior which create conflict between individuals and groups within an organization.

MGMT 1535 Decision Making and Problem Solving (.5)

[FORMERLY MGMT 17]

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 8 hours lecture

Transfer Credit: CSU

This course is designed to introduce the student to decision making and problem solving as a supervisor.

MGMT 1540 Managing Organizational Change (.5)

[FORMERLY MGMT 18]

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 8 hours lecture

Transfer Credit: CSU

This course is designed to provide the student with an understanding of change and the influence it has on an organization and the individuals in that organization. Topics will include understanding organizational change, theoretical models of change, stages of change, and how to manage

MGMT 1545 Customer Service (.5)

[FORMERLY MGMT 19]

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 8 hours lecture

Transfer Credit: CSU

This course is designed to provide the student with certain key skills and attitudes in order to effectively meet the needs of customers. The student will be introduced to the concept of internal and external customers, customer satisfaction and customer retention. Topics will also include communicating with customers, developing a positive attitude, handling complaints and sales skills.

MGMT 1550 Attitude (.5)

[FORMERLY MGMT 20]

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 8 hours lecture

Transfer Credit: CSU

This course is designed to provide the student with certain key skills in the area of attitude so that they may effectively maintain a positive attitude at the workplace and at home. The student will be introduced to the concepts of how attitudes are communicated, the three types of attitudes and how to adjust one's attitude. Topics will also include the primary causes of a bad attitude, turnaround strategies to battle these bad attitudes and specific techniques to raise the attitude of others.

MGMT 1555 Stress Management (.5)

[FORMERLY MGMT 21]

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 8 hours lecture

Transfer Credit: CSU

This course is designed to acquaint the student with various skills the supervisor needs to help employees. Included is the recognition of stress and how to manage it, job burnout and what to do about it, and counseling employees in various situations.

Management (cont.)

MGMT 1560 Management Capstone (1-3)

Advisory: Completion of all other required courses in the Management Program

Total Hours: 16, 32, or 48 hours lecture

Transfer Credit: CSU

This course is designed to be the culminating project specific to a program of study. Professional and employment related situations will be explored through a combination of simulations, case studies, scenarios, individual research papers, projects, portfolios and presentations necessary for twenty-first century success. Selection of a project will be based on need and/or interest related to the discipline.

MATHEMATICS

MATH 0230 Basic Mathematics (5) [FORMERLY MATH 57]

Prerequisite: None

Total Hours: 80 hours lecture

Not Degree Applicable

This course is designed to teach and reinforce basic proficiency in the basic ideas and skills of arithmetic. The course also presents topics needed by the student for further work in mathematics, as well as everyday life.

MATH 0240 Pre-algebra (5)

[FORMERLY MATH 56]

Prerequisite: Qualification by assessment process or completion of Mathematics 0230 or one year of high school basic mathematics with a grade of 'C' or better

Total Hours: 80 hours lecture

Not Degree Applicable

This course reviews basic skills necessary for beginning algebra and provides an introduction to algebra. Topics include number systems, operations with signed numbers, integral exponents, order of operations, introduction to the idea of variables, introduction to inequalities, solutions to simple linear equations and substituting into formulas.

MATH 1050 Elementary Algebra (4)

[FORMERLY MATH 50]

Prerequisite: Qualification by assessment process or completion of Mathematics 0240 with a grade of 'C' or better

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 64 hours lecture

Degree Applicable

This is an introductory course in elementary algebra that introduces the real number system; equations; inequalities; graphs of linear equations and inequalities in two variables; systems of linear equations and inequalities; exponents and polynomials; and factoring.

MATH 1060 Intermediate Algebra (4)

[FORMERLY MATH 29; MATH 52]

Prerequisite: Qualification by assessment process or completion of Mathematics 1050 or one year of high school algebra with a grade of 'C' or better

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 64 hours lecture

Degree Applicable

This regular course in intermediate algebra includes solutions of first and second degree equations and inequalities, exponents and radicals, logarithms, and the algebra of polynomials.

MATH 1500 Math for a Modern Society - A Liberal Arts Course (4)

[FORMERLY MATH 18]

Prerequisite: Successful completion in Mathematics 1060 or the equivalent

Total Hours: 64 hours lecture

Transfer Credit: CSU: UC**

A liberal arts mathematics course designed for students whose majors do not require calculus, this applications-orientated course involves the study of several topics from modern society. At least six independent parts will be included: thinking critically, approaches to problem solving, numbers in the real world, financial management, statistical reasoning, and exponential modeling.*UC credit not granted for Math 1500 if taken after Math 2120

**UC credit may be granted after transfer

Mathematics (cont.)**MATH 1520 Finite Mathematics (3)****[FORMERLY MATH 11]***Prerequisite: Successful completion in Math 1060 or the equivalent**Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended**Total Hours: 48 hours lecture***Transfer Credit: CSU: UC**

Linear functions, systems of linear equations and inequalities, matrices, linear programming, mathematics of finance, sets and Venn diagrams, combinatorial techniques and an introduction to probability. This course has applications in business, economics, and social sciences. **C-ID: MATH 130**

MATH 1530 Plane Trigonometry (4)**[FORMERLY MATH 31]***Prerequisite: Successful completion of Mathematics 1060 or the equivalent.**Total Hours: 64 hours lecture***Transfer Credit: CSU**

The course includes the study of trigonometric functions, their inverses and their graphs, identities and proofs related to trigonometric expressions, trigonometric equations, solving right triangles, solving triangles using the Law of Cosines and the Law of Sines, polar coordinators, and introduction to vectors. **C-ID: MATH 851**

MATH 1540 Pre-calculus Mathematics (4)**[FORMERLY MATH 15]***Prerequisite: Qualification by assessment process or completion of Mathematics 1060 and Mathematics 1530, or the equivalent**Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended**Total Hours: 64 hours lecture***Transfer Credit: CSU: UC**

Preparation for calculus: polynomial, absolute value, radical, rational, exponential, logarithmic, and trigonometric functions and their graphs; analytic geometry, polar coordinates.

MATH 2100 Analytic Geometry and Calculus I (5)**[FORMERLY MATH 3A]***Prerequisite: Successful completion of Mathematics 1540 with a 'C' or better or equivalent**Total Hours: 80 hours lecture***Transfer Credit: CSU: UC**

This course is a beginning course in calculus and analytic geometry including functions, limits, and continuity, derivatives, integrals, applications of derivatives and integrals, transcendental functions and Fundamental Theorem of Calculus. This course is primarily for Science, Technology, Engineering and Math majors, and is taught with a computer component (Maple).

MATH 2120 Analytic Geometry and Calculus II (4)**[FORMERLY MATH 3B]***Prerequisite: Successful completion in Mathematics 2100 with a grade of 'C' or better**Total Hours: 64 hours lecture***Transfer Credit: CSU: UC**

A continuation of Mathematics 2100, this course includes integration; techniques of integration; infinite sequences and series; polar and parametric equations; applications of integration. Primarily for Science, Technology, Engineering and Math majors. **C-ID: MATH 221**

MATH 2130 Analytic Geometry and Calculus III (4)**[FORMERLY MATH 14A]***Prerequisite: Successful completion of Mathematics 2120 with a grade of 'C' or higher**Total Hours: 64 hours lecture***Transfer Credit: CSU: UC**

This is a continuation of Mathematics 2120 including vector functions and analysis, partial differentiation, vector valued functions, calculus of functions of more than one variable, partial derivatives, multiple integration, Green's Theorem, Stokes' Theorem, divergence theorem, multiple integration and line integrals.

MATH 2140 Ordinary Differential Equations (4)**[FORMERLY MATH 14B]***Prerequisite: Successful completion of Mathematics 2130 with a grade of 'C' or better**Total Hours: 64 hours lecture***Transfer Credit: CSU: UC**

This course is an introduction to ordinary 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) exist, and techniques for obtaining solutions, including, series solutions, and singular points, Laplace transforms and linear systems. **C-ID: MATH 240**

MUSIC

MUSC 1510 Music Appreciation (3)

[FORMERLY MUSC 10]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course is designed to cover the concepts and vocabulary for the appreciation and history of music. Attendance of at least one off campus concert is required. **C-ID: MUS 100**

MUSC 1520 History of American Jazz (3)

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course provides a survey of the history and appreciation of American jazz in a historical-cultural perspective. Primarily intended for non-music majors. Concert attendance is required.

PETROLEUM TECHNOLOGY

PETC 1100 Introductory Well Control (.25)

[FORMERLY PET 94N]

Prerequisite: None

Total Hours: 4 hours lecture; 4 hours lab (8 hours total)

Degree Applicable

Successful completion of this course satisfies the requirements established by Title 30 Code of Federal Regulations, Part 250, Subpart O, for floorhand training. The course is intended for drilling floorhands. This course is designed to provide a working understanding of well control and the problems normally associated with pressure control. This course is offered on a Pass/No Pass basis only. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

PETC 1102 Basic Drilling and Workover Surface (1.25)

[FORMERLY PET 94Z]

Prerequisite: None

Total Hours: 16 hours lecture; 14 hours lab (30 hours total)

Degree Applicable

This course is designed to provide a working understanding of well control and the problems normally associated with pressure control as related to Basic Surface Drilling and Workover Surface. This course is offered on a Pass/No Pass basis only. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

PETC 1103 Basic Drilling Surface Stack (1)

[FORMERLY PET 94X]

Prerequisite: None

Total Hours: 12 hours lecture; 16 hours lab (28 hours total)

Degree Applicable

This course is designed to provide a working understanding of well control and the problems normally associated with pressure control as related to Basic Drilling Surface Stack. This course is offered on a Pass/No Pass basis only. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

PETC 1104 Basic Drilling and Workover Sub-sea (1.5)

[FORMERLY PET 94Y]

Prerequisite: None

Total Hours: 16 hours lecture; 24 hours lab (40 total hours)

Degree Applicable

This course is designed to provide a working understanding of well control and the problems normally associated with pressure control as related to Basic Drilling and Workover Sub-sea. This course is offered on a Pass/No Pass basis only. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

PETC 1105 Coiled Tubing for Supervisors (1.25)*

Prerequisite: None

Total Hours: 18 hours lecture; 18 hours lab (36 total hours)

Degree Applicable

This course is designed to provide a working understanding of coiled tubing and the problems normally associated with pressure control as related to coiled tubing. This course is offered on a Pass/No Pass basis only. **This course is offered at the WESTEC facility. Please see additional information here: <http://westec.org/>.**

PHILOSOPHY

PHIL 1501 Introduction to Philosophy (3)

[FORMERLY PHIL 1]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

A theoretical and practical treatment of the types and problems of philosophy is studied with particular concerns for issues confronting the modern age. Included are studies relating to the value systems found in the intellectual, religious, ethical and political areas of man's development, as well as the sources and limits of knowledge, and the nature of reality. Emphasis is placed through the course on the art and science of logic, but particularly explored in the second unit where the art of critical thinking is stressed. **C-ID: PHIL 100**

PHIL 1520 Critical Thinking (3)

[FORMERLY PHIL 9]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course is designed to improve students' reasoning process. Instruction consists of creating argument maps, analyzing the validity of arguments, creating valid arguments, critiquing assumptions within arguments, distinguishing between induction and deduction, and in arriving at valid and supportable conclusions.

PHIL 1531 The World's Living Religions (3)

[FORMERLY PHIL 31]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This is a presentation of the distinctive features of Judaism, Islam, Christianity, Confucianism, Taoism, Hinduism, Buddhism, the Americas and Africa. The purpose of the course is to give the student an understanding of the world's great religions, and an appreciation of the contributions of religions to our cultural heritage.

PHOTOGRAPHY

PHOT 1510 Basic Photography (3)

[FORMERLY PHOT 10]

Prerequisite: None

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

Photography 1510 is the basic introductory course in 35mm and digital camera operation and photographic composition. It represents the first level of instruction for students considering professional photography as a career.

PHYSICAL EDUCATION

PHED 1507 Intercollegiate Softball (2 units; limit 4 units)

[FORMERLY P.E. 7A]

Advisory: Experience in playing competitive softball is desirable

Total Hours: 160 lab hours

Transfer Credit: CSU: UC

This course is designed for those students who possess the desire, ability and skills necessary to compete in intercollegiate athletics and may be limited to those who present the necessary physical and mental fitness. Sufficient skill to reduce the likelihood of injury is also required. The consent of the coach is necessary before enrollment. Prior to participation a student must get medical clearance through a physical examination and must meet eligibility requirements. Attendance at all scheduled practices and games are considered part of the course requirement unless the coach excuses the student.

PHED 1508 Women's Intercollegiate Basketball (2 units; limit 4 units)

[FORMERLY P.E. 8A]

Advisory: Experience playing competitive basketball is desirable

Total Hours: 160 lab hours

Transfer Credit: CSU: UC

This course is designed for those students who possess the desire, ability and skills necessary to compete in intercollegiate athletics and may be limited to those who present the necessary physical and mental fitness. Sufficient skill to reduce the likelihood of injury is also required. The consent of the coach is necessary before enrollment. Prior to participation a student must get medical clearance through a physical examination and must meet eligibility requirements. Attendance at all scheduled practices and games are considered part of the course requirement unless the coach excuses the student.

Physical Education (cont.)**PHED 1509 Women's Intercollegiate Volleyball (2 units; limit 4 units)****[FORMERLY P.E. 9A]***Advisory: Experience playing competitive volleyball is desirable**Total Hours: 160 lab hours***Transfer Credit: CSU: UC**

This course is designed for those students who possess the desire, ability and skills necessary to compete in intercollegiate athletics and may be limited to those who present the necessary physical and mental fitness. Sufficient skill to reduce the likelihood of injury is also required. The consent of the coach is necessary before enrollment. Prior to participation a student must get medical clearance through a physical examination and must meet eligibility requirements. Attendance at all scheduled practices and games are considered part of the course requirement unless the coach excuses the student.

PHED 1510 Women's Intercollegiate Soccer (2 units; limit 4 units)**[FORMERLY P.E. 10A]***Advisory: Experience playing competitive soccer is desirable**Total Hours: 160 lab hours***Transfer Credit: CSU: UC**

This course is designed for those students who possess the desire, ability and skills necessary to compete in intercollegiate athletics and may be limited to those who present the necessary physical and mental fitness. Sufficient skill to reduce the likelihood of injury is also required. The consent of the coach is necessary before enrollment. Prior to participation a student must get medical clearance through a physical examination and must meet eligibility requirements. Attendance at all scheduled practices and games are considered part of the course requirement unless the coach excuses the student.

PHED 1511 Men's Intercollegiate Soccer (2 units; limit 4 units)**[FORMERLY P.E. 11A]***Advisory: Experience playing competitive soccer is desirable**Total Hours: 160 lab hours***Transfer Credit: CSU: UC**

This course is designed for those students who possess the desire, ability and skills necessary to compete in intercollegiate athletics and may be limited to those who present the necessary physical and mental fitness. Sufficient skill to reduce the likelihood of injury is also required. The consent of the coach is necessary before enrollment. Prior to participation a student must get medical clearance through a physical examination and must meet eligibility requirements. Attendance at all scheduled practices and games are considered part of the course requirement unless the coach excuses the student.

PHED 1514 Intercollegiate Baseball (2 units; limit 4 units)**[FORMERLY P.E. 14A]***Advisory: Experience in playing competitive baseball is desirable**Total Hours: 160 lab hours***Transfer Credit: CSU: UC**

This course is designed for those students who possess the desire, ability and skills necessary to compete in intercollegiate athletics and may be limited to those who present the necessary physical and mental fitness. Sufficient skill to reduce the likelihood of injury is also required. The consent of the coach is necessary before enrollment. Prior to participation a student must get medical clearance through a physical examination and must meet eligibility requirements. Attendance at all scheduled practices and games are considered part of the course requirement unless the coach excuses the student.

PHED 1523 Beginning Weight Lifting and Physical Fitness (1)**[FORMERLY P.E. 23ABCD]***Prerequisite: None**Total Hours: 48 lab hours***Transfer Credit: CSU**

This activity course is designed to introduce weight training and physical fitness to the beginning student. This course will introduce the proper techniques of weight training and how the exercise corresponds with the muscles of the human body, along with use of correct safety measures.

PHED 1524 Softball (1 or 2)**[FORMERLY P.E. 24ABCD]***Prerequisite: None**Total Hours: 48 lab hours for 1 unit; 96 lab hours for 2 units***Transfer Credit: CSU**

This is an activity course that will provide instruction in basic softball fundamentals. Emphasis will be on game play.

Physical Education (cont.)**PHED 1528 Beginning Volleyball (1 or 2)****[FORMERLY P.E. 28ABCD]***Prerequisite: None**Total Hours: 48 lab hours for 1 unit; 96 lab hours for 2 units***Transfer Credit: CSU: UC**

This activity course introduces the fundamental skills critical to playing volleyball.

PHED 1529 Water Aerobics (1)**[FORMERLY P.E. 21ABCD]***Total Hours: 48 lab hours***Transfer Credit: CSU**

This is an activity class providing cardiovascular conditioning, muscle strengthening, and flexibility through water exercise (not swimming) emphasizing low impact on joints. The class is intended for beginners and can be used for rehabilitation and as a cross-training activity for athletes.

PHED 1532 Low Impact Aerobics (1)**[FORMERLY P.E. 32ABCD]***Prerequisite: None**Total Hours: 48 lab hours***Transfer Credit: CSU: UC**

This is an activity course using low-impact dance techniques aerobically and intended for the beginner. Emphasis is placed on the development of aerobic fitness and becoming familiar with body movement. Music and various pieces of equipment are used while performing routines. Low-impact aerobics means that one foot always remains in contact with the floor.

PHED 1533 Walking for Fitness (1)*Prerequisite: None**Total Hours: 48 lab hours***Transfer Credit: CSU**

This course is designed to improve fitness. This course includes improvement in the following fitness components: muscular strength/endurance, flexibility and range of motion, core strength and postural strength, improvement in body composition, and improvement in cardiovascular conditioning.

PHED 1534 Basketball and Physical Fitness (2)**[FORMERLY P.E. 34AB]***Prerequisite: None**Total Hours: 96 lab hours***Transfer Credit: CSU: UC**

This activity course is designed to improve understanding of the fundamentals of basketball. The instructional aspects of basketball are combined with a special basketball conditioning program.

PHED 1535 Baseball and Physical Fitness (1 or 2)**[FORMERLY P.E. 35AB]***Prerequisite: None**Total Hours: 48 lab hours for 1 unit; 96 lab hours for 2 units***Transfer Credit: CSU: UC**

This activity course is designed to improve understanding of the fundamentals of baseball. The instructional aspects of baseball are combined with a special conditioning program.

PHED 1539 Fundamentals of Baseball (3)**[FORMERLY P.E. 39ABCD]***Advisory: Successful completion of Physical Education 1535 strongly recommended**Total Hours: 48 hours lecture***Transfer Credit: CSU: UC**

This course is designed to expose students to baseball techniques, fundamentals, individual and team drills in a classroom environment. This course will also explore strategy, history and the rules of competitive baseball.

PHED 1542 Beginning Soccer (1 unit per semester; limit 4 units)**[FORMERLY P.E. 42ABCD]***Prerequisite: None**Total Hours: 48 hours***Transfer Credit: CSU: UC**

This is an activity course that introduces students to the fundamental skills critical to playing soccer.

Physical Education (cont.)

PHED 1623 Intermediate Weight Lifting and Physical Fitness (1)

Prerequisite: Successful completion of PHED 1523 with a grade of "C" or better

Total Hours: 48 lab hours

Transfer Credit: CSU

This course will continue to advance upon the proper techniques of weight training that was introduced in Beginning Weight Training and Physical Fitness. This course will also show how the exercise corresponds with the muscles of the human body, along with use of correct safety measures.

PHED 1629 Intermediate Water Aerobics (1)

Prerequisite: Successful completion of PHED 1529 with a grade of "C" or better

Total Hours: 48 lab hours

Transfer Credit: CSU

This course is designed to provide callisthenic type exercises and routines using the resistance of the water as a means for developing cardiovascular endurance, strength, flexibility, and coordination. Posture and appearance will improve through performance and understanding of using the water as a resistance. The class can be used for rehabilitation and as a cross-training activity for athletes.

PHED 1632 Intermediate Low Impact Aerobics (1)

Prerequisite: Successful completion of PHED 1532 with a grade of "C" or better

Total Hours: 48 lab hours

Transfer Credit: CSU

This is an activity course using low-impact aerobic dance techniques at the intermediate level. Emphasis is placed on the development of aerobic fitness, flexibility, stress reduction and cardiovascular endurance. The course combines activity and a variety of musical rhythms. Low-impact aerobics means that one foot always remains in contact with the floor.

PHED 1643 Sports Officiating (3)*

[FORMERLY P.E. 43]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course includes rules, mechanics and officiating procedures in sports found in intercollegiate, interscholastic, and intramural programs. Practical experience in officiating will be provided.

PHED 1644 Introduction to Physical Education (3)

[FORMERLY P.E. 44]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course provides an orientation to the profession of physical education and will explore the historical aspects of physical education and sport. Fieldtrips may be required.

PHED 1646 Techniques in Athletic Taping I (1)

[FORMERLY P.E. 46; P.E. 46A]

Prerequisite: None

Total Hours: 8 hours lecture; 24 hours lab (32 hours total)

Transfer Credit: CSU: UC

This course provides instruction in the basic techniques required in preventing athletic injuries by the use of tape and wraps. Practical application of anatomy and kinesiology in emergency first aid and therapy methods used in athletics are emphasized.

PHED 1649 Beginning Athletic Training (3)

[FORMERLY P.E. 49]

Prerequisite: None

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course provides an examination of the theories of prevention, care, and rehabilitation of athletic injuries and other sport-related pathological conditions.

Physical Education (cont.)**PHED 1723 Advanced Weight Lifting and Physical Education (1)**

Prerequisite: Successful completion of PHED 1623 with a grade of "C" or better

Total Hours: 48 lab hours

Transfer Credit: CSU

This activity course will continue to advance upon the proper techniques of weight training that was introduced in Intermediate Weight Training and Physical Fitness. This course is designed for the motivated and fit individual who wishes to increase their physical potential.

PHED 1724 Offseason Intercollegiate Softball (.5, 1 or 2; limit 8 units)

Prerequisite: None

Total Hours: 24 lab hours for 0.5 unit; 48 lab hours for 1 unit; 96 lab hours for 2 units

Transfer Credit: CSU

This is an offseason intercollegiate course that will provide instruction in basic softball fundamentals. Emphasis will be on game play. This course is designed for those students who desire to compete in intercollegiate athletics and may be limited to those who present the necessary physical and mental fitness. Sufficient skill to reduce the likelihood of injury is also required. The passing of medical and physical examinations and the consent of the coach are necessary before enrollment.

PHED 1728 Offseason Intercollegiate Volleyball (1 or 2)

[FORMERLY P.E. 28 ABCD]

Prerequisite: None

Total Hours: 48 lab hours for 1 unit; 96 lab hours for 2 units

Transfer Credit: CSU

This offseason course is designed for those students who desire to compete in intercollegiate athletics and may be limited to those who present the necessary physical and mental fitness. Sufficient skill to reduce the likelihood of injury is also required. The passing of medical and physical examinations and the consent of the coach are necessary before enrollment.

PHED 1729 Advanced Water Aerobics (1)

Prerequisite: Successful completion of PHED 1629 with a grade of "C" or better

Total Hours: 48 lab hours

Transfer Credit: CSU

This is an activity course designed to improve muscular strength, flexibility and cardiovascular fitness, while reducing stress on the body by performing exercises in the water. Exercises will involve variations in movement and tempo, both with and without resistive implement, to achieve advanced fitness improvements. This course is designed for those individuals with a high degree of aerobic fitness. The class can also be used for rehabilitation and as a cross-training activity for athletics.

PHED 1732 Advanced Low Impact Aerobics (1)

Prerequisite: Successful completion of PHED 1632 with a grade of "C" or better

Total Hours: 48 lab hours

Transfer Credit: CSU

This is an activity course using low-impact dance techniques aerobically and is intended for advanced study. Emphasis is placed on the development of strength, muscle tone, flexibility, coordination, stress reduction and cardiovascular endurance. This course combines activity and a variety of musical rhythms. Low-impact aerobics means that one foot always remains in contact with the floor, although at this level a hop or jump becomes an option.

PHED 1734 Offseason Intercollegiate Basketball and Physical Fitness (1 or 2)

Prerequisite: None

Total Hours: 48 lab hours for 1 unit; 96 lab hours for 2 units

Transfer Credit: CSU

This offseason intercollegiate course is designed to improve understanding of the fundamentals of basketball. The instructional aspects of basketball are combined with a special basketball conditioning program. This course is designed for those students who desire to compete in intercollegiate athletics and may be limited to those who present the necessary physical and mental fitness. Sufficient skill to reduce the likelihood of injury is also required. The passing of medical and physical examinations and the consent of the coach are necessary before enrollment.

Physical Education (cont.)**PHED 1735 Offseason Intercollegiate Baseball and Physical Fitness (.5, 1 or 2; limit 8 units)**

Prerequisite: None

Total Hours: 24 lab hours for 0.5 unit; 48 lab hours for 1 unit; 96 lab hours for 2 units

Transfer Credit: CSU

This offseason intercollegiate course is designed to improve understanding of the fundamentals of basketball. The instructional aspects of basketball are combined with a special basketball conditioning program. This course is designed for those students who desire to compete in intercollegiate athletics and may be limited to those who present the necessary physical and mental fitness. Sufficient skill to reduce the likelihood of injury is also required. The passing of medical and physical examinations and the consent of the coach are necessary before enrollment.

PHED 1742 Offseason Intercollegiate Soccer (1 or 2)

Prerequisite: None

Total Hours: 48 lab hours for 1 unit; 96 lab hours for 2 units

Transfer Credit: CSU

This is an offseason intercollegiate course that will provide instruction in the fundamental skills of soccer. This course is designed for those students who desire to compete in intercollegiate athletics and may be limited to those who present the necessary physical and mental fitness. Sufficient skill to reduce the likelihood of injury is also required. The passing of medical and physical examinations and the consent of the coach are necessary before enrollment.

PHED 1823 Elite Weight Lifting and Physical Fitness (1)

Prerequisite: Successful completion in PHED 1723 with a grade of "C" or better

Total Hours: 48 lab hours

Transfer Credit: CSU

This activity course is designed for elite weight training. This course will continue to advance upon the proper techniques of weight training that was introduced in Advanced Weight Training and Physical Fitness. This course is designed to build strength and power with exercises that center on the development of core strength and multi-joint power lifts. This course also emphasizes, in the conditioning phase, the development of agility, quickness, coordination, balance and speed through the implementation of competitive drills and routines. This course will further instruct the elite fitness student in the use of peripheral fitness equipment and techniques to propagate their lifelong fitness goals.

PHED 2146 Techniques in Athletic Taping II (1)

[FORMERLY P.E. 46B]

Prerequisite: Successful completion in Physical Education 1646 with a grade of 'C' or better

Total Hours: 8 hours lecture; 24 hours lab (32 hours total)

Transfer Credit: CSU: UC

This course is a continuation of Physical Education 1646, and provides further instruction in the basic techniques required in preventing athletic injuries by the use of tape and wraps. Practical application of anatomy and kinesiology in emergency first aid and therapy methods used in athletics are emphasized.

PHED 2507 Advanced Intercollegiate Softball (2 units; limit 4 units)

[FORMERLY P.E. 7B]

Prerequisite: Successful completion in Physical Education 1507 with a grade of 'C' or better

Total Hours: 160 lab hours

Transfer Credit: CSU: UC

This advanced course is designed for those students who possess the desire, ability and skills necessary to compete in intercollegiate athletics and may be limited to those who present the necessary physical and mental fitness. Sufficient skill to reduce the likelihood of injury is also required. The consent of the coach is necessary before enrollment. Prior to participation a student must get medical clearance through a physical examination and must meet eligibility requirements. Attendance at all scheduled practices and games are considered part of the course requirement unless the coach excuses the student.

PHED 2508 Advanced Women's Intercollegiate Basketball (2units; limit 4 units)

[FORMERLY P.E. 8B]

Prerequisite: Successful completion in Physical Education 1508 with a grade of 'C' or better

Total Hours: 160 lab hours

Transfer Credit: CSU: UC

This advanced course is designed for those students who possess the desire, ability and skills necessary to compete in intercollegiate athletics and may be limited to those who present the necessary physical and mental fitness. Sufficient skill to reduce the likelihood of injury is also required. The consent of the coach is necessary before enrollment. Prior to participation a student must get medical clearance through a physical examination and must meet eligibility requirements. Attendance at all scheduled practices and games are considered part of the course requirement unless the coach excuses the student.

Physical Education (cont.)

PHED 2509 Advanced Women's Intercollegiate Volleyball (2 units; limit 4 units)

[FORMERLY P.E. 9B]

Prerequisite: Successful completion in Physical Education 1509 with a grade of 'C' or better

Total Hours: 160 lab hours

Transfer Credit: CSU: UC

This advanced course is designed for those students who possess the desire, ability and skills necessary to compete in intercollegiate athletics and may be limited to those who present the necessary physical and mental fitness. Sufficient skill to reduce the likelihood of injury is also required. The consent of the coach is necessary before enrollment. Prior to participation a student must get medical clearance through a physical examination and must meet eligibility requirements. Attendance at all scheduled practices and games are considered part of the course requirement unless the coach excuses the student.

PHED 2510 Advanced Women's Intercollegiate Soccer (2 units; limit 4 units)

[FORMERLY P.E. 10B]

Prerequisite: Successful completion in Physical Education 1510 with a grade of 'C' or better

Total Hours: 160 lab hours

Transfer Credit: CSU: UC

This advanced course is designed for those students who possess the desire, ability and skills necessary to compete in intercollegiate athletics and may be limited to those who present the necessary physical and mental fitness. Sufficient skill to reduce the likelihood of injury is also required. The consent of the coach is necessary before enrollment. Prior to participation a student must get medical clearance through a physical examination and must meet eligibility requirements. Attendance at all scheduled practices and games are considered part of the course requirement unless the coach excuses the student.

PHED 2511 Advanced Men's Intercollegiate Soccer (2 units; limit 4 units)

[FORMERLY P.E. 11B]

Prerequisite: Successful completion in Physical Education 1511 with a grade of 'C' or better

Total Hours: 160 lab hours

Transfer Credit: CSU: UC

This advanced course is designed for those students who possess the desire, ability and skills necessary to compete in intercollegiate athletics and may be limited to those who present the necessary physical and mental fitness. Sufficient skill to reduce the likelihood of injury is also required. The consent of the coach is necessary before enrollment. Prior to participation a student must get medical clearance through a physical examination and must meet eligibility requirements. Attendance at all scheduled practices and games are considered part of the course requirement unless the coach excuses the student.

PHED 2514 Advanced Intercollegiate Baseball (2 units; limit 4 units)

[FORMERLY P.E. 14B]

Prerequisite: Successful completion in Physical Education 1514 with a grade of 'C' or better

Total Hours: 160 lab hours

Transfer Credit: CSU: UC

This advanced course is designed for those students who possess the desire, ability and skills necessary to compete in intercollegiate athletics and may be limited to those who present the necessary physical and mental fitness. Sufficient skill to reduce the likelihood of injury is also required. The consent of the coach is necessary before enrollment. Prior to participation a student must get medical clearance through a physical examination and must meet eligibility requirements. Attendance at all scheduled practices and games are considered part of the course requirement unless the coach excuses the student.

PHYSICAL SCIENCE

PSCI 1520 Introduction to Physical Science Lecture and Laboratory (4)

[FORMERLY PSCI 1]

Prerequisite: None

Advisory: Successful completion in Mathematics 1060 with a grade of 'C' or better. Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture, 48 hours lab (96 hours total)

Transfer Credit: CSU: UC

This course introduces the fundamental concepts of physics and chemistry. Physics topics include motion, force, simple machines, work, energy, conservation of energy, electricity, magnetism, thermodynamics, and electromagnetic radiation. Chemistry topics include atomic theory and structure, the periodic table, chemical and physical properties of elements and compounds, chemical reactions, chemical bonding, solutions, and organic chemistry. The course is designed for liberal arts and education majors.

PHYSICS

PHYS 2221 General Physics (Calculus) (4)

[FORMERLY PHYC 4A]

Prerequisite: Successful completion in Mathematics 2100 with a grade of 'C' or better or concurrent enrollment in Mathematics 2100

Advisory: A year of high school physics or a prep course is recommended. Completion of 1 semester of calculus and concurrent enrollment in second semester calculus is highly recommended

Total Hours: 48 hours lecture; 48 hours lab (96 hours total)

Transfer Credit: CSU: UC

Demonstration lectures, problems, and laboratory work in the fundamentals of mechanics, properties of matter, wave and simple harmonic motion, including problems in forces, motion, energy, and gravitation are covered in this course which is designed for chemistry, physics, and engineering students. **C-ID: PHYS 205**

PHYS 2222 General Physics (Calculus) (4)*

[FORMERLY PHYC 4B]

Prerequisite: Successful completion in Physics 2221 and Mathematics 2120 with a grade of 'C' or better or concurrent enrollment in Mathematics 2120

Total Hours: 48 hours lecture; 48 hours lab (96 hours total)

Transfer Credit: CSU: UC

Demonstration lectures, problems, and laboratory work in the fundamentals of electricity, including fields, circuits, magnetism and waves comprise this course which is a continuation of Physics 2221. **C-ID: PHYS 210.**

POLITICAL SCIENCE

POSC 1501 Government (3)

[FORMERLY POSC 1]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course is an introduction to United States and California government and politics, including their constitutions, political institutions and processes, and political actors. It examines political behavior, political issues, and public policy. This course meets the 3-unit requirement in American History and Institutions for the Associate degrees. **C-ID: POLS 110**

POSC 2005 Contemporary Political Topics (3)

[FORMERLY POSC 5]

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

An examination of selected contemporary political problems is presented in this course. Subjects vary from term to term but might include such topics as the politics of energy, the politics of leadership, the politics of foreign affairs, etc.

PSYCHOLOGY

PSYC 1018 Crisis Intervention (1)

[FORMERLY PSYC 18; PSYC 2018]

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 16 hours lecture

Degree Applicable

This course provides an introduction to the strategies used to assist people in crisis. This course is not open to students with credit in Psychology 2018.

PSYC 1500 Introduction to Psychology (3)

[FORMERLY PSYC 1A]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course is an introduction to the scientific study of behavior and mental processes through the exploration of major theories and concepts, methods, and research findings. Topics include the biological basis of behavior: perception, cognition, learning, emotion and motivation, lifespan development, personality, social psychology, psychological disorders, therapy, and applied psychology. **C-ID: PSY 110**

Psychology (cont.)

PSYC 2003 Child Growth and Development (3) (DS1)

[FORMERLY PSYC 3 and cross referenced with ECE 1, which has been removed from the catalog]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course is an introduction to child growth and development from prenatal through adolescence with emphasis on physical, cognitive, and social-emotional development. Other topics include historical and theoretical foundations in development and education, research methods and designs, educational testing and assessments, prenatal development and birth, parenting styles, and special needs. This course is not open to students with credit in Early Childhood Education. **C-ID: CDEV100**

PSYC 2030 Human Sexuality (3)

[FORMERLY PSYC 30]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course is an introductory overview of the field of human sexuality. Human sexuality will be examined from psychological, biological, sociocultural, and historical perspectives. Students will be encouraged to become aware of their own sexual attitudes, values, and behaviors and to evaluate the consistency of their behaviors within their own moral frameworks. Current sex norms and various aspects of interpersonal and individual sexual adjustment will be explored. **C-ID: PSY 130**

PSYC 2033 Personal and Social Adjustment (3)

[FORMERLY PSYC 33]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course is designed with an applied focus for students interested in how psychology is used in everyday life and is related to other social sciences. The course surveys different psychological perspectives and theoretical foundations and how these are applied across a person's life taking into account the influence of factors such as culture, gender, ethnicity, historical cohort, and socio-economic status. A broad understanding of how scientists, clinicians, and practitioners study and apply psychology is emphasized. **C-ID: PSY 115**

PSYC 2038 Gender Studies (3)

[FORMERLY PSYC 38]

Advisory: Eligibility for English 100 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course explores issues of sex and gender in sociological and psychological research, biological and socialization influences affecting females and males, and the effect of socially-constructed gender roles on human behavior. Specific topics that will be addressed include: gender bias in research, gender stereotypes, physiological/biological influences on gender, theories of gender development, gender identity, cognitive abilities, emotion, relationships, sexuality, and gender issues in treatment for mental disorders. Also covered are the debates on sex and gender and the impact of economic and political change on gender expectations and practices as well as a macro-analysis of how institutions shape gender. The student may opt to receive credit in either Psychology 2038 or Sociology 2038, not both.

PSYC 2050 Introduction to Biological Psychology (3)

Advisory: Successful completion of Biology 1500 or 1510 and English 1500 with a 'C' or better.

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course introduces the scientific study of the biological bases of behavior and its fundamental role in the neurosciences. Physiological, hormonal, and neurochemical mechanisms, and brain-behavior relationships underlying the psychological phenomena of sensation, perception, regulatory processes, emotion, learning, memory, and psychological disorders will be addressed. The course also notes historical scientific contributions and current research principles for studying brain-behavior relationships and mental processes. Ethical standards for human and animal research are discussed in the context of both invasive and non-invasive experimental research.

PSYC 2080 Introduction to Lifespan Psychology (3)

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course provides an overview, from a psychological perspective, of human development from conception through death, including biological and environmental influences. Theories and research of physical, cognitive, personality, and social development are examined, as well as attention to developmental problems. **C-ID: PSY 180**

Psychology (cont.)

PSYC 2200 Elementary Statistics for the Behavioral and Social Sciences (4)

[FORMERLY PSYC 5]

Prerequisite: Qualification by assessment process or successful completion of Mathematics 1060 Intermediate Algebra with a grade of 'C' or better or equivalent.

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 64 hours lecture

Transfer Credit: CSU: UC

This course provides students with a solid foundation in statistics as used in psychological, sociological, and behavioral research. Students will develop a useable understanding of research design, the organization of data, measures of central tendency and variability, central tendency theory, descriptive and inferential statistics, parametric and nonparametric tests, and basic test assumptions. The course includes application of technology for statistical analysis including the interpretation of the relevance of the statistical findings. Applications use data from disciplines including business, social sciences, psychology, life science, health science, and education. **C-ID: SOCI 125**

PSYC 2205 Introduction to Research Methods in the Social Sciences (4)

Prerequisite: Successful completion of Psychology 1500 and Psychology 2200 or Statistics 1510 with a grade of 'C' or better.

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 64 hours lecture

Transfer Credit: CSU: UC

This course surveys various psychological research methods with an emphasis on research design, experimental procedures, descriptive methods, instrumentation, and the collection, analysis, interpretation, and reporting of research data. Research design and methodology will be examined through a review of research in a variety of the sub-disciplines of psychology. Students will conduct experimental and non-experimental research in a variety of areas of psychology. Actual data collected from research conducted during activity sessions will be analyzed with statistical software. **C-ID: PSY 200**

READING

READ 0805 Introductory Reading (4)

[FORMERLY ENGL 82]

Prerequisite: None

Total Hours: 64 hours lecture

Not Degree Applicable

This course introduces essential reading skills in authentic texts and the development of metacognitive awareness necessary for college success. It offers direct, explicit instruction in the identification of word parts, vocabulary development and application, and centers on enhancing active reading strategies to improve comprehension and reading fluency through contextualized texts. This course is designed for a variety of backgrounds. It increases academic preparedness and will be beneficial for any chosen field.

READ 0905 Intermediate Reading (3)

[FORMERLY ENGL 56A; ENGL 56B]

Prerequisite: Qualification by assessment process or successful completion of Reading 0805 with a grade of 'C' or better

Total Hours: 48 hours lecture

Not Degree Applicable

This course develops reading strategies that are essential for college advancement. Through extended practice, reading techniques such as recognizing the main idea, outlining and mapping, and determining inferences by drawing conclusions are developed, and also vocabulary expansion and application of new vocabulary are emphasized. In this course, the enhancement of reading strategies, vocabulary, and the ability to apply acquired skills will transfer to other college courses.

READ 1005 Interactive Reading (3)

[FORMERLY ENGL 54A]

Prerequisite: Qualification by assessment process or successful completion of Reading 0905 with a grade of 'C' or better

Total Hours: 48 hours lecture

Degree Applicable

This course enhances reading strategies and strengthens study skills crucial for academic achievement. A broad spectrum of reading techniques are introduced, examined, developed, and applied to an array of genres. Vocabulary acquisition is achieved through a variety of methods, and practical applications of new terminology are emphasized. Through the development of critical reading and the ability to read academically challenging material, this course transfers to other courses.

RECREATION

RECR 1510 Introduction to Recreation and Leisure Service (3)

[FORMERLY REC 10]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course offers a general orientation to the field of recreation and leisure services including a history of the development of recreation through cultural context, a survey of recreation and leisure services, theoretical foundations of recreation, description and interpretation of recreation as a form of community service and the nature and scope and significance of leisure and recreation as a social force in contemporary society. Field trips may be part of the course.

RECR 1516 Outdoor Recreation (3)

[FORMERLY REC 16]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU

History, development, principles and trends of organized camping, nature and conservation, and outdoor recreation are presented in this course. Field trips, including camping and hiking activities, practical skills in fire-craft, outdoor cooking, backpacking, and leadership training in camp counseling are included in this course. Fieldtrips are required.

SOCIOLOGY

SOC 1510 Introduction to Sociology (3)

[FORMERLY SOC 1]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

An introductory course of the field of sociology, this course examines a diverse range of topics on human behavior and social structure. Content focuses on developing a sociological perspective, through theory and research, for analyzing all aspects of social life. Analysis of culture, development of the self, interactions in groups, deviance and social inequality, social institutions and social change using sociological theories from the core of this course. **C-ID: SOCI 110**

SOC 1558 The Role of the Tutor in Society and Education (1)

[FORMERLY SOC 48]

Advisory: Successful completion of English 1500 and/or transfer level mathematics course plus recommendation of an instructor

Total Hours: 16 hours lecture

Transfer Credit: CSU

This course will focus on the practical skills necessary to function effectively as a tutor in the chosen area of study. Areas of study include the history of tutoring, duties and responsibilities of tutoring and effective tutoring and communication skills. Skills developed in this course will be practiced through supervised tutoring sessions. This course is offered on a Pass/No Pass basis only.

SOC 2038 Gender Studies (3)

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course explores issues of sex and gender in sociological and psychological research, biological and socialization influences affecting females and males, and the effect of socially-constructed gender roles on human behavior. Specific topics that will be addressed include: gender bias in research, gender stereotypes, physiological/biological influences on gender, theories of gender development, gender identity, cognitive abilities, emotion, relationships, sexuality, and gender issues in treatment for mental disorders. Also covered are the debates on sex and gender and the impact of economic and political change on gender expectations and practices as well as a macro-analysis of how institutions shape gender. The student may opt to receive credit in either Psychology 2038 or Sociology 2038, not both. **C-ID: SOCI 140**

Sociology (cont.)

SOC 2110 Minority Group Relations (3)

[FORMERLY SOC 3]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course is a broad introduction to minority group relations in the United States. From a sociological viewpoint, it examines the historical experiences, contemporary circumstances, and future expectations for the country's major racial, ethnic, religious, and gender minority groups. In addition, minority groups defined by age, disabilities, and sexual preference are explored. **C-ID: SOCI 150**

SOC 2120 American Social Problems (3)

[FORMERLY SOC 2]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course includes identification and analysis of contemporary social problems including (1) the role of power and ideology in the definition of social problems, (2) their causes and consequences, (3) evaluations of proposed solutions, and (4) methods of intervention. **C-ID: SOCI 115**

SOC 2141 Sociology of Marriage (3)

[FORMERLY SOC 41]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU

Sociological analysis of the family, including historical and recent changes, present nature and the socio-cultural and economic forces shaping these changes. **C-ID: SOCI 130**

SPANISH

SPAN 1501 Spanish for Healthcare Professionals (3)

[FORMERLY SPAN 22A]

Advisory: Eligibility for English 1500 or concurrent enrollment strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course is directed toward the needs of nursing and healthcare students, as well as other medical and hospital personnel who must communicate quickly and effectively with Spanish-speaking patients. It is conducted in Spanish and English.

SPAN 1502 Spanish for Healthcare Professionals II (3)

[FORMERLY SPAN 22B]

Prerequisite: Successful completion in Spanish 1501 with a grade of 'C' or better.

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course is a continuation of 1501 and is directed toward the needs of nursing and healthcare students, as well as other medical and hospital personnel who must communicate quickly and effectively with Spanish-speaking patients. This course is conducted in Spanish and English. **C-ID: SPAN 110**

SPAN 1601 Elementary Spanish I (4)

[FORMERLY SPAN 1]

Prerequisite: None

Total Hours: 64 hours lecture

Transfer Credit: CSU: UC

This course includes pronunciation, vocabulary, sentence structure, grammar, cultural readings and laboratory exercises.

SPAN 1602 Elementary Spanish II (4)

[FORMERLY SPAN 2]

Prerequisite: Successful completion in Spanish 1601 or two years of high school Spanish with a grade of 'C' or better

Total Hours: 64 hours lecture

Transfer Credit: CSU: UC

This course, a continuation of Spanish 1601, stresses pronunciation, vocabulary, sentence structure, grammar, dialogues, cultural readings and laboratory exercises. **C-ID: SPAN 110**

Spanish (cont.)

SPAN 2001 Intermediate Spanish III (5)

[FORMERLY SPAN 3]

Prerequisite: Successful completion in Spanish 1602 or three years of high school Spanish with a grade of 'C' or better

Total Hours: 80 hours lecture

Transfer Credit: CSU: UC

This course continues the study of pronunciation, vocabulary, sentence structure and grammar. Students also read short stories, literature and spend additional time with workbook exercises. **C-ID: SPAN 200**

SPAN 2002 Intermediate Spanish IV (5)

[FORMERLY SPAN 4]

Prerequisite: Successful completion in Spanish 2001 or four years of high school Spanish with a grade of 'C' or better

Total Hours: 80 hours lecture

Transfer Credit: CSU: UC

This course continues the study of grammar and reading, including literature. Students are required to spend time with workbook exercises. **C-ID: SPAN 210**

SPEECH

SPCH 1507 Group Discussion (3)

[FORMERLY SPCH 7]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course covers the structure and function of informal/formal group processes, the role of the individual participant and leadership functions, and provides study and practice in various group activities.

SPCH 1511 Fundamentals of Speech (3)

[FORMERLY SPCH 11]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture

Transfer Credit: CSU: UC

This course develops the ability to organize, develop, and deliver a speech effectively. Emphasis is on research, organization, presentation, and evaluation. **C-ID: COMM 110**

STATISTICS

STAT 1510 Elementary Statistics (5)

[FORMERLY STAT 10]

Prerequisite: Successful completion in Mathematics 1060 or the equivalent

Total Hours: 80 hours lecture

Transfer Credit: CSU: UC

This course emphasizes descriptive statistics including the use of probability techniques, hypothesis testing, and predictive techniques to facilitate decision-making. Topics include descriptive statistics; probability and sampling distributions; statistical inference; correlation and linear regression; analysis of variance, chi-square and t-tests; and application of technology for statistical analysis including the interpretation of the relevance of the statistical findings. Applications using data from disciplines including business, social sciences, psychology, life science, health science, and education, sampling, sampling distributions, measures of central tendency and measures of dispersion, introductory treatment of probability and statistical inference with one and two sample problems, confidence intervals and hypothesis testing regarding means and proportions, and correlation and linear regression, ANOVA and nonparametric techniques such as the one-sample sign test, Wilcoxon rank-sum, Spearman's correlation, odds ratios and Kruskal-Wallis.

STUDENT SUCCESS

STSU 0205 Introduction to Campus Life (.5)

[FORMERLY STSU 95ABCD]

Prerequisite: None

Total Hours: 8 hours lecture

Not Degree Applicable

This course provides familiarization to students new to the Taft College area with the resources and programs available at Taft College and in the city of Taft. In addition to curricular activities and services, co-curricular activities are also discussed. This course is offered on a Pass/No Pass basis only.

Student Success (cont.)**STSU 0206 Time/Organizational/Study Strategies (.5)****[FORMERLY STSU 98ABCD]***Prerequisite: None**Total Hours: 8 hours lecture***Not Degree Applicable**

This course focuses on effective strategies for listening, taking useful notes, and creating/using a time schedule to adjust to the demands of college. This course is offered on a Pass/No Pass basis only.

STSU 1001 Educational Planning (1)**[FORMERLY STSU 1; STSU 1501]***Prerequisite: None**Total Hours: 16 hours lecture***Degree applicable**

This course is designed to increase understanding of educational planning. The course will include the development of a comprehensive educational plan, institutional, instructional, and student expectations for the college experience, knowledge of college resources, sequences of courses, and academic goal requirements. Not open to students who have taken STSU 1501 or LRSK 1501.

STSU 1016 College Survival (1)**[FORMERLY PSYC 48, PSYC 1516]***Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended**Total Hours: 16 hours lecture*

This course focuses on effective strategies and techniques of reading, listening, taking useful notes, planning a time schedule, memory techniques and preparation for examinations. The course also includes an overview of college-community resources available to students as well as the following areas of importance for success in college; critical thinking, relationships, health, money, self-appraisal and the importance of setting future educational and career goals. Not open to students who have successfully completed Psychology 1516 or Psychology 48.

STSU 1017 Becoming A Successful Online Student (1)**[FORMERLY PSYC 46, PSYC 1517]***Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended**Total Hours: 16 hours lecture*

This course covers the basics of taking an interactive, asynchronous, distance education course via the Internet. Use of e-mail, online class interactions such as discussion groups, location and downloading, copy and pasting, attaching documents, and world wide web access, equipment needs and differences between on-line, off-line, and onsite courses will be covered. The goal of this class is to better prepare students for taking on-line classes by familiarizing students with the on-line course environment. Course provided on a Pass/No Pass basis. Not open to students who successfully completed Psychology 46 or Psychology 1517.

STSU 1018 Career and Major Exploration (1)**[FORMERLY PSYC 49, PSYC 1518]***Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended**Total Hours: 16 hours lecture*

This course offers instruction in self exploration to make decisions about career and major options. The course focuses on values and the decision-making process. A systematic examination of the various aspects of career alternatives is presented. Personal awareness will be explored as it relates to career choice. This course is offered on a Pass/No Pass basis only. Not open to students who have successfully completed Psychology 1518, Psychology 1519, or Student Success 1519.

STSU 1019 Career/Life Planning (2)**[FORMERLY PSYC 47, PSYC 1519]***Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended**Total Hours: 32 hours lecture*

This course focuses on values and the decision-making process. Emphasis is placed on self-discovery of goals, interests, and abilities through a series of self-assessments. Other subjects covered include resume writing, the job interview process, and the exploration of career alternatives. This course is offered on a Pass/No Pass basis only. Not open to students who have successfully completed Psychology 1518, Psychology 1519, or Student Success 1018.

TUTORING

TUTR 0260 Supervised Tutoring (0)

[FORMERLY TUTR 60]

Prerequisite: None

Total Hours: Unlimited

Non Credit

Supervised tutoring supports academic success in coursework where additional assistance is needed. To attend the course, a referral from an instructor or counselor is required. Course content is specific to each student and focuses on improving the individual's skills and ability to use reading, writing, and mathematic knowledge in problem solving. The use of homework or assignments from courses *is not* allowed in this course. Examples of problems *similar* to assigned homework are used during tutoring sessions so students may demonstrate their skills to instructors through the independent completion of assignments. Registration for this course is restricted to referred students only. This is a non-credit, positive attendance hour course. This course is offered on an open-entry, open-exit basis, meaning students can be referred at any time during the semester and can stop attending once they improve in the requested tutoring area. This course is repeatable.

WATER TECHNOLOGY

WTER 1510 Introductory Water Distribution (3)

Advisory: Eligibility for Math 1060 and English 1500 strongly recommended

Total Hours: 48 hours lecture

Degree Applicable

This course provides a comprehensive introduction to water and related distribution systems for water distribution operators at system operator apprenticeship levels and those desiring to secure employment as a water distribution operator. This course also covers key concepts and terms in topic areas including water sources and regulations, wells and pumps, water pressure and head, water and power, instrumentation and controls, and water distribution system operation. The essentials of water mathematics are introduced throughout the course to increase skills necessary for using formulas and conversion factors on the job. Field trips will be required.

WTER 1610 Introductory Water Treatment (3)

Advisory: Eligibility for Math 1060 and English 1500 strongly recommended

Total Hours: 48 hours lecture

Degree Applicable

This course provides a comprehensive introduction to water and related treatment systems for water treatment operators at treatment plant operator apprenticeship levels and those desiring to secure employment as a water treatment operator. This course also covers key concepts and terms in topic areas including treatment processes, sources of supply, pre-treatment, water treatment math, disinfection, filtration, coagulation and flocculation, basic chemistry, pumps, meters, and instrumentation. The essentials of water mathematics are introduced throughout the course to increase skills necessary for using formulas and conversion factors on the job. Field trips will be required.

WELDING

WELD 1010 Gas Metal Arc Welding (GMAW) and Flux Core Arc Welding (FCAW) (3)

Prerequisite: Successful completion in Welding 1500, Industrial Education Welding 0001, 1001, or 1002 with grades of 'C' or better

Total Hours: 32 hours lecture; 64 hours lab (96 hours total)

Degree Applicable

This course will cover the theory and application of the Gas Metal Arc Welding (GMAW) and Flux Core Arc Welding (FCAW) processes. Emphasis will be on safe and proper application of these processes and the practical use of welding principles on mild steel, aluminum, and stainless steel. This course has a material fee.

WELD 1020 Gas Tungsten Arc Welding (GTAW) (3)

Prerequisite: Successful completion in Welding 1500, Industrial Education Welding 0001, 1001, or 1002 with grades of 'C' or better

Total Hours: 32 hours lecture; 64 hours lab (96 hours total)

Degree Applicable

This course will cover the theory and application of the Gas Tungsten Arc Welding (GTAW) process. Emphasis will be on safe and proper application of these processes while welding on mild steel, aluminum and stainless steel. This course has a material fee.

Welding (cont.)

WELD 1030 Pipe Welding (3)

Prerequisite: Successful completion in Welding 1500, Industrial Education Welding 0001, 1001, or 1002 with grades of 'C' or better

Total Hours: 32 hours lecture; 64 hours lab (96 hours total)

Degree Applicable

This course is designed to provide knowledge and welding skill development related to the requirements of the American Society of Mechanical Engineers (ASME) Section IX and/or the American Petroleum Institute (API) 1104 Welding Codes. Emphasis will be on developing the necessary skill to pass various related code tests. This course has a material fee.

WELD 1040 Shielded Metal Arc Welding (SMAW) (3)

Prerequisite: Successful completion in Welding 1500, Industrial Education Welding 0001, 1001, or 1002 with grades of 'C' or better

Total Hours: 32 hours lecture; 64 hours lab (96 hours total)

Degree Applicable

This course will cover the theory and application of the Shielded Metal Arc Welding (SMAW) process. Emphasis will be on safe and proper application of the SMAW process while welding in a variety of positions with common welding electrodes. This course has a material fee.

WELD 1500 Welding Processes (3)

Advisory: Eligibility for English 1000, Reading 1005 and Mathematics 1050 strongly recommended

Total Hours: 32 hours lecture; 64 hours lab (96 hours total)

Transfer Credit: CSU

This introductory course provides an overview of the necessary safety, theory, and practical lab experiences associated with Oxy-Fuel Welding and Cutting, Shielded Metal Arc Welding (SMAW), Gas Metal Arc Welding (GMAW), Flux Core Arc Welding (FCAW), Gas Tungsten Arc Welding (GTAW), and resistance welding processes. The properties and characteristics of metals, basic weld joints, and defects will also be discussed.

WELD 1560 Blueprint Reading (3)

Prerequisite: Successful completion in Welding 1500, Industrial Education Welding 0001, 1001, or 1002 with grades of 'C' or better

Total Hours: 48 hours lecture

Transfer Credit: CSU

This course will cover certain key principles and practices of reading and interpreting basic industrial blueprints as applied to the welding trade. This course has a material fee.

WORK EXPERIENCE

WKEX 1014 General Work Experience (1-3 units per semester; limit 12 units)

[FORMERLY WKEX 14ABCD]

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 60 hours of unpaid work OR 75 hours of paid work equals one unit of credit; maximum 180-225 hours

Transfer Credit: CSU

Application and Orientation required prior to enrolling in course. Please contact Cooperative Work Experience Coordinator. This work experience course of supervised employment is designed to assist students to acquire desirable work habits, attitudes and skills so as to enable them to become productive employees. This course also provides students with career awareness for jobs. Credit may be accrued at the rate of 1 to 3 units per semester for a maximum of 12 units. Students must work 75 paid hours or 60 non-paid hours per unit earned. This course is offered on a pass/no pass basis. Note: Units of Work Experience cannot be included as part of a student's study load for Veterans Educational benefits.